

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON MONDAY 3rd JULY 2017
7.30PM IN THE VILLAGE HALL, HILTON**

Present: Cllr P. Balicki, Cllr G. Barradell, Cllr K. Dunk, Cllr A. Goodridge, Cllr S. Partridge, Cllr S. Walker and Cllr W. Wilson

In Attendance: The Clerk (Jo Perez) - left early due to illness, 4 Parishioners and County Councillor I. Bates.

1. To note Apologies for Absence

Apologies received from Cllr R. Collard and Cllr I. Stott.

Declarations of Interest

Graham Barradell declared a non-pecuniary interest in agenda item 5.5

Parishioners Open Session

Parishioners were invited to participate stating to which item on the agenda they wish to comment.

Andy Bush - Item 4.5- Website- was keen to remind the Parish Council of the importance of content and keeping it up to date.

Margaret Shardlow - Item 4.2- Appendix A- Has a Cllr been appointed to the HCV and Road Safety committee? Item 5.2- Margaret stated that draft minutes were not published on the website as agreed in September 2015. This will be discussed during the meeting at the appropriate time

Ian Bates – Item 4.3 Pavilion- Interested, as a parishioner, to hear what is planned

Ian Bates – County Councillor - reported that CCC have had a change of Highways contract, they will now be working with Skanska, 10 year contract, cost approx 34 million. CCC are now sharing children's services with Peterborough. Planning - HDC have started an 8 week consultation period for the Local Development Plan, closing 25th August. The new Policies will be in place until 2036 so the document should be looked at closely. HDC are calling for development sites from landowners. Ian advised that HPC should re-affirm their commitment to HDC guidelines. Cllr Bates would like to be informed of the Parish Councils comments.

2. To approve the minutes of the Parish Council Meeting on 5th June 2017

The minutes of the Parish Council Meeting held on the 5th June 2017 were approved as a true record. G.B prop, K.D 2nd, all Cllrs present at that meeting were in favour.

AG would like clarification of the parking policy - to be discussed at next meeting

3. Matters arising or carried forward from the last meeting for discussion and decision

3.1 (3.1) A14 update – any current issues

The clerk has received a complaint about the state of the footpath BN11. The matter has been discussed with Highways England and they have committed to rectify. The clerk continues to inform Highways of their vehicles driving through the Village.

The Highways information bus will be in Fenstanton on 24th July at the Clock Tower from 6pm – 8pm. The B1040 will be closed 8th & 9th July, please be aware there may be more vehicles in the Village

4. Committees, Working Groups and Members items

4.1 (4.2) Green Open Spaces – updates inc- Graveley Way Pond- Trees

The Hay cut has happened with a good clear up afterwards. The Tree has been removed from the Ware. A report has been received that there has been some hedge cutting in the Wilderness, without consultation with the PC, we were advised this was to improve access to

the fields during harvest time, it was pointed out that it was nesting season. The tree survey was completed, information to follow at the next PC meeting.

Cllr G.B reported damage to the fire hydrant near Rose Cottage and similar damage near the Ware. The clerk will be asked to contact the relevant authorities to enquire about making repairs.

4.2 (4.3) Appendix A - approve updated committees and working groups

It was proposed by Cllr P.B and seconded by Cllr S.P that the new committee and working group membership be accepted. 6 Cllrs were in favour, 1 Cllr abstained. It was suggested that the Village Volunteering and Initiatives Group become formally responsible for the parish plan. To come back to be agreed at the next meeting.

4.3 Pavilion – update following funding application, electrical work completion and request to spend up to £500 applying to HDC for planning permission

Cllr S.W reported that the application for funding pavilion improvements was unsuccessful mainly because the plan did not include provisions for a second changing room. However it was pointed out that if a new bid was made the decision might well be favourable. To improve the chances a planning application should be made in advance of any bid to show serious intent. The new application should emphasise benefits to sport and to reinforce this the pavilion should be referred to as the Village Community Sports Pavilion.

The PC should contact local sports clubs, the local MP and district councillors to urge support. Two planning applications proposed - one for refurbishment and the other for the storage extension behind the pavilion. The working group will assemble the required documents. Spending of up to £500 on planning applications was authorised. Prop S.W and 2nd P.B. All Cllrs were in favour.

In the event of funding difficulties it was agreed that fund raising might be investigated and that an approach might be made to the Town Trust.

Cllr G.B reported that agreed electrical repairs had been completed. Cllr Ian Bates suggested that the PC talk to the HDC conservation officer before planning applications were submitted.

4.4 Village Hall- issue with men's toilet – discuss possible request to use Pavilion toilet during FW and other

It is hoped that the men's toilet in the village hall will be repaired before Feast Week. In the event of the Feast Week committee asking to use the toilet in the pavilion it was prop by Cllr P.B and 2nd by Cllr S.W that this be approved subject to the use being monitored. All Cllrs were in favour.

4.5 Website - update

Cllr K.D reported good progress on the new website. During the summer break this will be tested and scrutinised by the media committee. It is hope that is will be ready to launch in September.

5. To consider any correspondence/communications received requiring decision or action and any other agenda items

5.1 (5.3) Decision on goal posts and new netting following inspection and discussion by Green Open spaces

The Green and Open Spaces WG will meet on 19th July to make recommendations regarding football posts so a decision will be deferred until the next PC meeting. Cllr G.B suggested that in the interim the net that is in storage should be put to use. Regardless of any decision, the PC will take up the offer of two new nets that are available at no cost to the PC being provided by residual monies from the PARC project. This was prop by Cllr P.B and 2nd by Cllr S.W. All Cllrs were in favour and the Clerk will follow this up.

5.2 Parish Council Communication- discuss

An email was received by the Parish Council from a Parishioner expressing dissatisfaction with the perceived poor communication between the PC and village. The Chair clearly addressed each point raised. He pointed out that despite assertions to the contrary the publication of draft minutes on the PC website has taken place regularly since the trial began in 2015 and once those draft minutes are approved they are then converted to approved

minutes on the website. To emphasise this Cllr P.B prop that this will become a permanent arrangement, Cllr G.B 2nd, All Cllrs were in favour.

The Chair pointed out that investment in the new website was in hand and that there has historically been a small financial implication for this form of communication. The PC does not wish to use social media as a means of communication.

Proposals for Councillors to meet parishioners before meetings for discussion were regarded as being unnecessary as the current structure offered all opportunities for ordered and informed debate. Parishioners are able to speak to Councillors following a meeting and their comments can be added to the next meeting agenda. Any comments or concerns raised by Parishioners with any Cllr can be sent to the Clerk who will add to the next meeting agenda to be discussed in an open and transparent forum. Cllr A.G was in dispute with this response and there was some debate as to whether current channels of communication were sufficiently inclusive.

Cllr K.D pointed out that it was hoped that provision for a part time PC 'office' would be in the revamped pavilion and it was suggested a post box could be installed for Parishioners comments

Other specific points were addressed by the Chair who pointed out that figures quoted in the email regarding poor attendance at the annual parish meeting were incorrect and on average over a 33 year period, there have been 16 parishioners attend.

Cllr Sara Partridge has been appointed to the HCV committee.

5.3 Request from BT open reach to lay cables for telephone and internet to properties at end of Church Lane

The Clerk will contact BT to ask for a more detailed map or explanation on where the cables are intended and whether this crosses PC land. If the route does then an easement/wayleave may be required which will involve further discussion with the easement working group.

5.4 Tree Safety Seminar – to approve that Cllr I. Stott and Cllr K. Dunk will attend this training –cost £52.00pp

It was agreed that both Cllr I.Stott and Cllr K.Dunk attend this training course at a cost of £52.00pp. P.B prob, S.W 2nd, all Cllrs were in favour. The Clerk will advise HDC.

5.5 Discuss email received from FYFC to advise that they no longer require use of the Green for matches or training this year.

The pavilion working group will approach FYFC to ask for them to write to the PC expressing their interest in continued use of the football pitch after the 2017-18 season. P.B prop, A.G 2nd, all Cllrs were in favour.

6. To consider and decide upon matters relating to Finance and Risk Assessment

6.1 Authorise payment of any bills inc clerks salary

6a John Carter (JSC)	S/O June 2017	£660.00s/o
	S/O July 2017 (as no meeting in August)	£660.00s/o
6b R Makeham	Cricket Pitch mowing , 4 th June, 16 th June & 25 th June	£135.00 chq
6c R Makeham	Cricket Pitch – mowing July x 3 (Advance payment as no meeting in August)	£135.00chq
6d DHM Garden Maintenance	Removal of fallen tree and branch in the Ware	£ 40.00chq
6e K & M Lighting Services	Street Light Maintenance 1.4.17-30.6.17 (less £5 overpayment 2016)	£148.82chq
6f WH Electrical	Completion of electrical work required at the Pavilion	£187.62chq
6g Hilton PCC	Floodlights Parish Church 1.1.16 – 31.12.16	£ 69.00chq
6h Cambridge Water	Water Charges 1.12.16 – 31.5.17	£ 15.21DD
6i Huntingdon District Council	2 x Tree Safety – seminar £52.00 pp	£104.00chq
6j Clerks Salary	Salary June 17	£539.07s/o

	Salary July 17 (as no meeting in August)	£539.07s/o
6k Clerks Expenses	Postage	£ 3.06chq

P.B prop, A.G 2nd, all Cllrs were in favour.

6.2 Monies received

Cricket Club contribution to utilities £24.08

7. Councillors' items – information only. No discussion and no decisions can be made.

The Chairman expressed his thanks to Cllr W. Wilson for stepping into to take minutes and to Cllr G.Barradell for digging a trench a Reeves ditch to help with the recent water leak. English Heritage maintenance of maze – contract due to expire Sept 2017, discuss at September meeting. The Parish church graveyard is likely to be full within the next 10 years. If / when it does and is closed it becomes responsibility of PC to maintain, discuss at the September PC meeting.

8. Closure of meeting

Meeting closed 9.11pm

Signed**Date.....**