

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON MONDAY 5th JUNE 2017
7.30PM IN THE VILLAGE HALL, HILTON**

Present: Cllr G. Barradell (Chair), Cllr R Collard, Cllr K. Dunk, Cllr I. Stott, Cllr S. Walker and Cllr W. Wilson

In Attendance: The Clerk (Jo Perez), 4 Parishioners

1. To note Apologies for Absence

Apologies received from Cllr P. Balicki, Cllr A. Goodridge, Cllr S. Partridge and County Cllr I Bates.

Declarations of Interest

No declarations.

Parishioners Open Session

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

Andy Bush – Item 4.1 – Parish Plan – Have the PC looked at Neighbourhood planning?

2. To approve the minutes of the Annual Parish Council Meeting held on 2nd May and the minutes of the Annual Parish Meeting held on the 9th May 2017

The minutes of the Annual Parish Council Meeting held on the 2nd May 2017 were approved as a true record. G.B prop, S.W 2nd, all Cllrs were in favour. The minutes of the Annual Parish Meeting held on the 9th May 2017 were approved as a true record, G.B prop, K.D 2nd, all Cllrs were in favour.

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

3.1 (3.1) A14 update – response to questions raised at the APM

The Parish Council has received responses from Highways England to the questions raised at the APM, these are on the PC website with minutes of the meeting. The PC has had confirmation that all the bridges on the new A14 will have a central pillar, other than the one on the east coast main line. The Village Hall committee has said that they will be displaying drawings of the new A14 route on the Committee Room noticeboard. The Highways England bus will be visiting Fenstanton in July.

3.2 (6.2) Village of the year application – update

The Parish Council have now submitted an application and had confirmation of receipt.

3.3 (6.5) Community Chest Grant - update

After further investigation, the Parish Council is not able to apply for this grant as it does not fit the criteria.

4. Committees, Working Groups and Members items

4.1 (6.1) Parish Plan – update

Following on from the Parish Plan meetings there seem to be 4 areas that are of interest to the few Parishioners that attended the meetings. The PC needs to look at how to take this forward, as some items will be the responsibility of the PC and some will not. It was suggested that the Neighbourhood plan be looked into and also to take into consideration the Village Design Statement which has been adopted by HDC. The Chairman suggested that following the working group meetings, it would be helpful if the information could be summarised in the same format as the previous Parish Plan. This would make it easier to note the progress of the 29 points of the original 2005 Plan. The Parish Council should consider that there will be elections next year so we would need to be mindful of promises made and perhaps look at one or two realistic areas that can be worked on.

4.2 (5.1) Green Open Spaces – updates, inc Graveley Way path repair to be carried out by CCC, Fallen Tree in Graveley Way Pond

JSC services will remove the fallen tree from Graveley Pond. Cllr I. Stott and Glen Conway will survey the other trees along the Pond and report back. So far 2 quotes have been received regarding the paths, 1 more is required, so this will come back to the next meeting for consideration. It was suggested that an alternative topping on the paths (other than pea gravel) be considered, due to it being difficult to push bikes, wheelchairs and pram/buggies on. CCC will be repairing the path along Graveley Way near the traffic calming, the Clerk will progress this to see if a date has been agreed.

4.3 (5.2) Review committees and working groups – See Appendix A for details

Changes to some committees and working groups have been made. Cllr I. Stott will join the Finance and G.P committee and the Village Volunteering group, Cllr S. Walker will join the Media working group and the Clerk will ask Cllr S. Partridge if she would be interested in attending St Ives Road and Safety Committee. The new committees and working groups will be amended and presented for approval at the next meeting.

4.4 Illegal Travellers Policy – review and update current policy document

The Policy Working Group will meet to propose an update of the current policy. In the meantime it was proposed that a spend of up to £1,500 be agreed in the event of further travellers arriving before changes have been approved by the Council. G.B prop, S.W 2nd, all Cllrs were in favour.

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

5.1 Request from Feast Week to hold a Bavarian Night on Friday 21st July 2017

The PC was happy to allow FW to hold a Bavarian Night on Friday 21st July 2017. G.B prop, R.C 2nd, all Cllrs were in favour.

5.2 Bench by Home Oak – discuss and decide position and securing

The Bench will be returned to its original position but will need to be secured in place. The Parish Council will arrange for this to happen including re-siting the paving slabs that currently sit under the bench. The cost to secure the bench will be a maximum of £50.00. G.B prop, K.D 2nd, all Cllrs were in favour.

5.3 Discuss and decide on new netting and possible new goal post on the Green

The net on the current goal is in need of replacing and there has also been a request to look at reinstating the second goal. The Green and Open Spaces Management working group will look at the feasibility of this and report back at the next meeting. A decision will then be made regarding purchasing any new equipment. Cllr I. Stott advised the PC that there are funds available from the old “PARC” project, which himself, Margaret Shardlow and Julian Thomas manage.

5.4 Discuss Parish Council’s parking policy in the car park adjacent to the Village Hall

The Parish Council has a parking policy in place, which clearly states that the car park is not to be used for long term parking. Details are contained within the Green Management Policy on the Council’s website. Council discussed the request for an exemption but proposed that the policy be upheld. G.B prop, R.C 2nd, 1 abstained, 1 against, all others in favour. The Clerk will inform the driver concerned to please refrain from using the car park as part of his daily commute

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

6.1 Discuss and decide on Insurance renewal

The Parish Council had 3 quotations for insurance renewal and were happy to go with the policy from “Inspire”, as recommended by the PC’s insurance brokers “Came & Co”. The cost for a 3 year contract, including a 5% discount was £1,221.09 per annum. G.B prop, I. Stott 2nd, all Cllrs were in favour.

6.2 Authorise payment of any bills

6a John Carter (JSC)	S/O May2017	£660.00s/o
6b Ecotricity	Electricity charges (estimate) 25.03.17 – 24.04.17	£25.22DD
6c Ectotricity	Electricity charges (estimate) 25.04.17 – 24.05.17	£25.19DD
6d R Makeham	Cricket Pitch mowing , 13 th May & 26 th May	£90.00 chq
6eD A Green & Sons	Preparation and submission of Monthly wages 2016-17	£30.00chq
6f Village Hall	Village Hall usage for meetings March 2016 – June 2017	£377.00chq
6g B.Ashby	Handyman duties- April/May 2017	£75.60chq
6h Atlas Tree Surgery	Tree work – Graveley Way and rear of the Pavilion	£984.00chq
6i Able Accounts	Internal Audit of PC accounts 2016/17	£200.00chq
6j Came & Co	Annual Insurance	£1,221.09

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

6.3 Authorise Clerks salary and expenses

Jo Perez	Clerks Salary - May	2017	£539.07 s/o
	Telephone Nov 16 – April 17		£23.99 chq
		Total Cheque	£23.99chq

6.4 Monies received

CIL £795.19
FW utilities £121.19
FYFC – payment £300.00

6.5 Audit – approved annual audit figures to be submitted

The Audit 2016/17 has been completed and verified by our internal auditor. All details have been distributed to all Cllrs for their comment. All Cllrs are happy with the information and figures shown and it was proposed that the Audit was approved. G.B prop, K.D 2nd, All Cllrs were in favour.

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

No comments.

8. Closure of meeting

Meeting closed 9.01pm

Signed**Date.....**