

**MINUTES OF THE HILTON ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY 5<sup>TH</sup> MAY  
2015 7.30 AT THE VILLAGE HALL, HILTON**

**1. To Elect Chairman and receive the Chairman's declaration of acceptance of Office**

Cllr Peter Balicki was happy to continue to stand as Chairman. J.P prop, G.B 2<sup>nd</sup>, all were in favour. Cllr P. Balicki declared his acceptance of office and signed acceptance papers.

**2. To receive any apologies for absence and declarations of interest**

Apologies received by Cllr D. Bates due to personal commitments and Cllr S. Perry due to work commitments.

Cllr J.Perez declared an interest in item 9.1a and item 4, Cllrs P. Balicki, K.Dunk and A. Goodridge declared an interest in item 9.1j.

**Present:** P Balicki, G Barradell, K Dunk, A. Goodridge, A. Parkinson, J. Perez, W. Wilson

**In Attendance:** Jo Perez (Parish Clerk), 6 Parishioners

**Comments and observations from members of the public and to receive reports from the County and District Councillors** (NB *Comments from the public should be relevant to items on this agenda only*)

**Parishioners Open Session – 19.36**

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

**Item 6.2 – A14** - Andy Bush – would urge the PC to engage Giles Parker (Sound Engineer)

**Item 6.1 – Green Management Open Spaces** – John Carter – advised the PC that he used to cut the Cricket Pitch years ago and would offer his help if need.

**Item 6.5 – Temporary Planning permission for the Beacon** – Ken Attwood – has received an email from HDC Planning to advise planning permission is not required.

Open session closed 19.40

**3. To approve the minutes of the previous meeting of the Parish Council on 7<sup>th</sup> April 2015 and the planning committee meeting held on 17<sup>th</sup> March 2015**

The minutes of the Parish Council meeting held on the 7<sup>th</sup> April 2015 were approved, P.B prop, 2<sup>nd</sup> G.B as a true record, Cllrs W.W and A.P abstained as they were not present at the meeting, all other Cllrs were in favour.

The minutes of the Planning Committee held on the 17<sup>th</sup> March 2015 were approved, W.W prop, K.D 2<sup>nd</sup>, A.G and P.B abstained as not present at the meeting, all other Cllrs on the planning committee were in favour.

**4. Closed Session – to discuss with the Parish Council the recent Parish Clerk appraisal conducted by Vice Chairman and Chair.**

The Councillors left the room to discuss this in a closed session. Cllr J.P remained with the Clerk.

On their return the Chair advised the Clerk that they were happy with the appraisal and will advise the Clerk as soon as possible of the pay rise due which can be back dated to the beginning of April 2015.

**5. To Elect a Vice Chairman and review committees and working groups – See Appendix A for details**

Cllr Graham Barradell was happy to stand as vice chair once again, W.W prop, K.D 2<sup>nd</sup>, all Cllrs were in favour.

Some changes were made to some Committees and Working Groups – see appendix A. Changes were approved. P.B prop, J.P 2<sup>nd</sup>, all Cllrs were in favour.

## **6. Matters arising or carried forward from the last meeting for discussion and decision**

### **6.1 (3.2) Green Management Open Spaces – to clarify the mowing of the Cricket pitch following the Cricket Club AGM**

It was agreed that the PC would like Mr. R. Makeham to continue to mow the Cricket Pitch, there is no increase in cost and he has a specialist mower that is suitable for this particular job. K.D prop, G.B 2<sup>nd</sup>, all Cllrs were in favour.

There is a small amount of repair work to be carried out on the Football pitch.

### **6.2 (3.3) A14 – update from the working group, including advice from sound expert**

Cllr P.B will be attending a preliminary meeting on the morning of the 13<sup>th</sup> May 2015, this meeting is only being offered to registered parties and letters will have been sent to all registered parties. The WG has put together 6000 word written representation document that has to be in by the 15<sup>th</sup> June 2015. The draft of the letter is on the website giving Parishioners time to comment. An open meeting is planned for either the 13<sup>th</sup> or 15<sup>th</sup> July in the Village Hall held by the Planning Inspectorate, the PC is trying to seek clarity on the format and objective. WG spoke with a sound expert Giles Parker, to gather information and advice on sound mitigation. Thanks were given to Richard Norton and Mark Stanton and all on the WG. Timetable of important dates are on the PC website.

### **6.3 (5.6) Large pothole and ineffective drain on road to cul-de-sac between POW and Shop – further information**

The Pothole has been repaired. Cllr A.P believes that the land on which the drains are located may actually belong to CCC. Having looked at the deeds A.P believes the access road belongs to Home Farm Close but that the drains are on CCC land. Cllr A.P will let the Clerk have the details and the Clerk will look into this and report back.

### **6.4 HDC Local Plan – further information and review of the process as advised by Huntingdon District Council**

To clear up some confusion and comments made by Cllr Ian Bates at the last meeting. Huntingdon Local Plan timetable states – the full public engagement was May 2013 – July 2013. Jan 2015 – March 2015 is NOT a full public consultation but it referenced Parish Councils and Cllr G.Barradell attended on the behalf of Hilton Parish Council. Cllr G.B thanked the Chairman for clearing this up.

### **6.5 (5.1) Update regarding Temporary Planning Permission for The Beacon**

The email received by the Parish Council from HDC states that temporary planning would be required for The Beacon. Some Parishioners have received emails contradicting this information. Therefore the Clerk will investigate further and ask for clarification. Going forward it was suggested that enough notice is given in order to apply for temporary planning permission and therefore eliminating this issue.

## **7. Committee, Working Groups and Members items**

### **7.1 Goalposts – Options to use or dispose of old goalposts –discussion only**

Old goalposts are currently behind the Pavilion and we could consider selling them to another Team that may be interested in making use of them, otherwise dispose or scrap them. The PC will take this slowly so that Parishioners have time to consider in case they had been loaned to the PC years ago. The Clerk will contact Nadine Taylor secretary of FYFC and enquire as to whether she may know of an interested party.

### **7.2 Volunteering Group - update and Play park Maintenance request.**

The Play Park needs some attention and the PC would like volunteers to help with a few odd jobs to help maintain the park, Cllr G.B has had offers of help from parishioners in the past. Cllr J.P and A.G have drafted and sent out an email to lots of groups within the Village asking if anyone would be interested in being part a voluntary group that could help out with some small maintenance jobs that need doing throughout the Village. Once people have come forward a meeting would be organised and discussion had before it came back to the PC to decide the way forward.

### **7.3 (4.3) Policy Group Updates – Green Management Document**

Amendments have been made to the Green Management Document and all references to the map have now been removed and a clause has been added regarding the use of the Green. It was decided that the clause needs to be refined and reworded. This will come back to the next meeting.

### **7.4 Rural Housing Exception Scheme – information regarding request for a scheme to be considered**

There is the possibility of a scheme being put to the Parish Council under the Rural Housing Exception Scheme. The Parish Council wanted villagers to be aware that the PC has sent further questions to HDC to seek clarity on who would pay for the survey required, whether there would be any effects to the scheme should the Conservative Party win the election on 7 May 2015 and extend the 'right to buy' scheme to Housing Association Property.

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

### **8.1 Community Chest Fund, May 2015 – Hilton Village Handbook**

The information regarding this Scheme came through following our last PC meeting and the window of opportunity to apply is rather tight, by 11<sup>th</sup> May. Therefore the PC has decided to again apply for funds to be able to update and print a new Hilton Village Handbook. P.B prop, J.P 2<sup>nd</sup>, all other Cllr's were in favour.

### **8.2 (5.2) Request to also use area near the Maze where the FW marquee is usually sited on the 6<sup>th</sup> June for the Summer Fete**

The PC agreed to allow the use of this area, the clerk will inform the common rights owners as a courtesy and advise Allan Salem in case of a Cricket match being held on the same day. P.B Prop, K.D 2<sup>nd</sup>, all other Cllrs were in favour.

## **9 To consider and decide upon matters relating to Finance and Risk Assessment**

### **9.1 Authorise payment of any bills**

9a	Jo Perez	Clerk's April Salary	£ 435.06
		Telephone expenses:- prefix 18866 Oct 14 -Mar 15	£ 4.73
		BT Nov 14 - Jan 15	£ 5.76
		Postage	£ 1.24
		Total	£446.79chq
9b	John Carter (JSC)	S/O April 2015	£ 575.00s/o
9c	E-on	Electricity Final Bill (reading)	£ 2.72DD
9d	Balfour Beatty	Street Light maintenance contract Sept 14-Sept 15	£796.68
		Credit for PC21	- £ 26.56
		Total	£ 770.12chq
9e	Rodney Makeham	Cricket Pitch mowing 7.4.15 & 21.4.15	£80.00chq
9f	D.A Green & Sons	Preparation and submission of Clerks wages	£30.00chq
9g	B. Ashby	Handyman March/April 2015	£88.20chq
9h	Village Hall	Village Hall Hire meetings 2.6.14 - 19.5.15 33 hrs @ £12.00	£396.00chq
9i	Came & Company	Insurance annual payment - 3.6.15 - 2.6.16	£1267.85chq
*9j	Sound Barrier solutions	A14 Sound issue report	£600.00chq

\*9j - G.B reported that there was insufficient time to come to the PC for prior approval. G.B was not present at the WG meeting that agreed on this financial outlay.

**9.2 (6.2) Balfour Beatty – Street Lighting maintenance contract invoice – update on invoice to be paid.**

Balfour Beatty has issued a credit for PC21 for £26.56 inc VAT.

**9.3 (6.3) Balfour Beatty – Street Light removal – Grove End invoice – update on invoice to be paid.**

The Clerk has now received an email to confirm that Balfour Beatty will refund the charge for the road closure as this did not happen. As of this meeting the credit has not been received.

**9.4 Clerk to report on PC accounts**

A full presentation will be given at the APM on the 19<sup>th</sup> May 2015.

**10. Councillor’s items – information only. No discussion and no decisions can be made.**

A.G - would like to speed up decision making. J.P – Attended meeting in Fenstanton regarding plans to celebrate Capability Brown anniversary 2016, good meeting, will report back at next PC meeting. P.B - read out an email from Margaret Shardlow with information regarding the celebrations being organised for VE day.

Annual Parish Meeting will take place on Tuesday 19<sup>th</sup> May.

Next PC meeting will be on Monday 1<sup>st</sup> June.

**11. Closure of meeting**

Meeting closed 21.10

**Signed.....Date.....**

