

**MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON MONDAY 3rd OCTOBER 2016
7.30 IN THE VILLAGE HALL, HILTON**

Present: Cllr P Balicki (Chair), Cllr G. Barradell, Cllr R. Collard, Cllr K. Dunk, Cllr S. Partridge, Cllr J. Perez and Cllr W.Wilson

In Attendance: Jo Perez (Clerk), 3 Parishoners.

1. To note Apologies for Absence

Cllr A.G and Cllr S.W due to Holiday. Cllr I. Bates due to other commitment.

Declarations of Interest

Cllr J.P item 6.2 and Cllr S.P item 5.2

Parishioners Open Session

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

No comments made.

2. To approve the minutes of the Parish Council Meeting on 5th September 2016

The Minutes of the full PC meeting held on the 5th September were approved and signed as a true record. P.B Prop, S.P 2nd J.P and R.C abstained as not present, all other Cllrs were in favour.

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

3.1 (3.1) Update 20mph Voluntary signs and 20mph signs for other areas of the village

The 20 mph Mick George voluntary signage is expected to be in place by the end of the week. Cllr I. Bates has now suggested that the PC continue with an application for funding for 20mph in the Village. The Clerk will make enquires with the Police to check that a new speed limit would be enforceable and check with Cambridge County Council if the £250.00 charge for an application is for the whole application or for each sign that would potentially be changed.

It was suggested that the PC ask via Spectrum for Parishioners to follow Mick Georges lead and also travel at 20 mph through the village.

3.2 (3.2) Housing Needs Survey – results

Cllr K.D confirmed the results of the survey to the PC, approximately 25% of the village responded to the survey. There was a strong feeling for no further development in the village. 9 Parishioners wanted more information and 5 were in favour of development but had no specific need. Therefore it was felt that the situation had not changed since the last survey was carried out and that it should be looked at again in approximately 5 years' time. The Clerk will feed back to Frank Mastrandrea at HDC.

4. Committees, Working Groups and Members items

4.1 (4.1) Green Open Spaces Management- Trees, Mowing regime, JSC services work and other

Cllr K.D advised the PC that there had been some amendments to the mowing regime as some areas of the Green had not been successful in returning to hay. The thickets near the town drain have been attended to. The ditches by the town drain are in a need of some attention and may be looked at as part of directed hours once confirmation of how many hours remain. The area by the small swing in the play park is slippery so John Carter will attend to this. The Ash tree at Reeves ditch has been felled and the PC is waiting for it to be chopped into smaller pieces to be moved more easily. The Clerk will chase Cambridge Water regarding the water leak near the ford.

4.2 (4.4) Parish Plan – further discuss and look to set up working group

Actions outstanding from previous Parish Plan are on the PC website inviting comment by Parishioners by the end of November. Cllr J.P and Cllr R.C put their names forward to be on the working group. This information will be passed to Cllr A.G.

4.3 A14 – road closures as work starts

The PC has received notice of road closures to Hilton Road and Conington Road during the construction period of the A14, links to these are on the PC website. The PC have also been informed that the A1198 will be closed over the weekend of 22-24th October, The Clerk will ask for the traffic through the village to be monitored over that weekend. Cllr S.P will speak to Mike Evans with regard to more signage being erected on entering the village to advise 'no A14 construction vehicles through village'. The Clerk will make contact with A14 team to ask when the Touring Bus could visit the Village in the New Year.

4.4 (4.7) Fireworks – discuss date, timings and support

Fireworks will be held on 5th November and Feast Week intend on supplying a BBQ if committee numbers increase. Cllr G.B will send out an action plan with requirements for the day/evening to all Cllrs. Pollarding of the trees in the Church Yard is due to happen on 29th October and cuttings will be taken to the wilderness for the bonfire. The bonfire will be open to parishioner on the morning of the 5th November, no leaves or grass cuttings please.

4.5 Pavilion – update from the working group

The working group met to discuss the refurbishment of the Pavilion. The Pavilion is a PC asset and is currently used mainly for Cricket and Football changing rooms. The working group have looked at ways of making the Pavilion more attractive externally and internally and how they could refurbish. A list of requirements has been made with an approximate cost of £74,310. The working group will look into the different funding that maybe available.

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

5.1 Request from Margaret Shardlow for a donation for the Royal British Legion Poppy Appeal

Cllr P.B proposed that a £60.00 donation be made in line with previous years. P.B prop, J.P 2nd all Cllrs were in favour.

5.2 Discuss letter received from Ian Bates regarding Boundary and Access to his property

Cllr P.B read out the letter received and previous correspondence regarding this matter .Cllr P.B confirmed - as per previous correspondence from the Parish Council's solicitors to Mr. Bates in 2007/2008 there is no access. A letter to advise of this will be sent again with the addition of new information regarding the access. P.B prop, K.D 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

6a John Carter (JSC)	S/O September 2016	£ 660.00
6b R. Makeham	Cricket Pitch – mowing –10.9.16 & 28.9.16	£ 80.00chq
6c Atlas Tree Surgery	Removal of dying Ash at Reeves Ditch	£780.00chq
6d D.A Greens and Sons	Preparation of wages – Clerk	£ 30.00chq
6e PKF Littlejohn LLP	Review of Annual Return	£240.00chq
6f Cambridgeshire CC	Crossing, Potton Road – final payment	£3333.33chq

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

6.2 Authorise Clerks salary and expenses

Jo Perez	Clerks Salary – September 2016	£456.30 s/o
----------	--------------------------------	-------------

P.B prop, S.P 2nd, J.P abstained, all other Cllrs were in favour

6.3 Finance and G.P committee met to discuss precept, further discussions and comment from Parish Council

Cllr P.B asked all Cllrs to submit any comments regarding the Precept to the Clerk by the 10th October in order for a full and open discussion to be held at the Finance and General Purposes meeting on the 13th October. The Finance and G.P committee will bring back its recommendation for the Precept to the next full PC meeting on the 7th November.

6.4 Audit – report back

There was a comment made in this year's Audit advising that standing orders should not be included if paid after end of year, even if authorised before year end. This will be noted for next year.

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

J.P meeting with Wickstead to gather information ahead of possible grant applications. P.B add link to the PC website regarding Cambridge County Council budget. The Clerk to speak to Stagecoach about buses using Scotts Crescent, make contact with the Police regarding the Car in the ditch and add to next agenda Cars on the Green.

8. Closure of meeting

Meeting closed 8.49pm

Signed.....Date.....