

MINUTES OF THE HILTON PARISH COUNCIL MEETING HELD ON MONDAY 4th JUNE 2018
7.30PM IN THE VILLAGE HALL, HILTON

Present: Cllr P. Balicki, Cllr G. Barradell, Cllr L. Chorlton, Cllr R. Collard, Cllr K. Dunk, Cllr A. Goodridge, Cllr S. Partridge, Cllr I. Stott and Cllr S. Walker

In Attendance: J Perez (Clerk) & 5 Parishioners

1. **To receive any apologies for absence and declarations of interest & Cllr A Goodridge to sign declaration of acceptance of office form**

No apologies. Cllr A. Goodridge signed a declaration of acceptance form.

Parishioners Open Session

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

No Comments

2. **To approve the minutes of the Annual Parish Council Meeting held on 8th May 2018 and Planning Meetings held on 13th March 2018 & 24th April 2018.**

Minutes of the Annual Parish Council Meeting on 8th May 2018 were approved as a true record, P.B prop, G.B 2nd all Cllrs that were present were in favour. Minutes of the Planning Meeting on 13th March 2018 were approved as a true record, G.B Prop, K.D 2nd, all Cllrs that were present were in favour. Minutes of the Planning Meeting on 24th April were not approved as a Cllr would like further clarification, to be approved at a later date.

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

3.1 **Playground sign at Grove End**

The Clerk has reported the broken sign which is now missing, to Cambridge County Council and they have advised that this is a District Council matter. The District Council believes it's a Parish Council issue. As this is a Highways sign the Clerk will speak with CCC again.

3.2 **Discuss whether emails received by the clerk can be distributed to the rest of the Parish Councillors.**

Usually any communication for the Parish Council goes to the Clerk. Some Councillors asked if information could be sent to them sooner than a few days before the meeting. The Clerk explained that often emails do not come in until just before a meeting. Sending emails as they arrived would result in duplication of work and not a good use of the Clerk's time. The Clerk explained that any emails requiring discuss or decision are always added to the agenda. The Chairman proposed that we continue as we do currently. P.B Prop, G.B 2nd, 7 Cllrs in favour, 1 abstained and 1 against.

3.3 **(4.1) & (4.2) Discuss options for possible Cycle Path following meeting with A14 delivery team**

Cllr A. Goodridge advised that detailed maps she requested at the APM from A14 Team have not yet been received. Due to the NMU being located on the west side of the B1040 alternative routes will need to be looked into. Cllr A Goodridge and Cllr I Stott have a meeting scheduled with County Councillor I. Bates to discuss whether he is able to assist in anyway. Cllr Goodridge advised that Mike Davies from CCC and Gerard Smith from A14 Highways legacy team, are slow at responding to her emails and has not had any correspondence for some time. Cllr Barradell suggested looking at a route that would run close to the A14 and therefore be on A14 Highways land. Cllr Goodridge and Cllr Stott will report back following their meeting with Cllr I. Bates.

4. Committee, Working Groups and Members items.

4.1 (5.1) Appendix A -Discuss and decide on remaining Committees and Working Groups

Cllr L. Chorlton agreed to be the PC representative on the HCV committee, she would also like to join the Green and Open Spaces working group. There is still no PC representative available for the St Ives road safety committee. Cllr Goodridge would like to discuss conveners of meetings. This can be discussed further when groups meet.

4.2 (5.2) Green Open Spaces – updates inc Paths

Two quotes have been received for the work to be carried out on the paths. The PC decided that supplier 1 be asked to carry out the work at a cost of £4,217. This work is likely to start in August. K.D prop, S.W 2nd, all Cllrs were in favour.

Cllr K Dunk recently attended a training course:- Common Land & Greens, he advised the PC that the course was very informative and he gained a lot of useful information. He will feed the information back to the Parish Council as soon as possible. He will also pass useful information to the Easement working group.

Cllr I. Stott advised that the annual Tree survey will be carried out shortly.

4.3 (6.4) Easement – Pecks Coppice - update

The Clerk has provided all Cllrs with copies of affidavits regarding Pecks Coppice access dispute. The Chairman Cllr P. Balicki has spoken with the district valuer, it would cost £800 + VAT to appraise the land for an easement. The Chairman asked that the Parish Council approve this spend in principle to allow the undertaking of a valuation on Plot 1 if it is required. Cllr Dunk advised that the PC now has access to better legal advice. The Easement group will meet to discuss this before any instruction is made. P.B prop, G.B 2nd, 6 Cllrs in favour, 3 abstained.

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

5.1 Fireworks – Discuss date and early order to qualify for discount

The date the PC suggests for the Firework display this year is Saturday 3rd November. This is the 3rd year of the Hutton Family contribution. The PC felt that the same amount £1450.00 exc VAT should be spent on Fireworks, however the PC would agree a small increase in spend if Fireworks have risen in price. P.B prop, S.P 2nd, all Cllrs were in favour. The Clerk will speak with the Firework committee to advise them of the decision and discuss the purchasing of Fireworks. The Clerk will also speak with Feast Week to establish whether they will be supporting Fireworks this year.

5.2 Request from A14 Highways Agency– Water voles rehoming

Cllr Stott has recently been approached by an independent wildlife expert currently working for the A14 highways, who is looking to potentially re-home some water voles. She would like to carry out a survey to establish whether Hilton is suitable for re-homing to happen. Dependent on the survey, the re-homing would take place around October. I.S prop, K.D 2nd, all Cllrs were in favour.

5.3 Local Highway Improvement (LHI) 2019/20 applications

This item was discussed along with items 5.7 & 5.8. It was decided that the Clerk would discuss with CCC what would be acceptable for road traffic calming and cost of SID (speed indication device). To be discussed further at the next PC meeting once all the information is gained and then look to whether the PC apply for funding.

5.4 Repairs to fence/gate at Play Park and Maintenance of the Play Ground

One contractor has looked at what is required to repair the fence and will provide a quote. The Clerk is hoping to organise one or two further quotes.

The surface of the park is in need of attention. Some tiles are lifting and it can be very slippery at certain times of the year. The Clerk will organise for Wicksteed to provide a survey of the park to see what requires attention. She will also make enquiries to other local Parish Councils about what surface they have in their parks and report back to the next PC meeting.

5.5 Huntingdonshire Local Plan to 2036 – Examination

Cllr P. Balicki suggested that representatives from the PC attend to speak at the meeting scheduled for the 18th July, this is the part that includes small settlements. If needed the Clerk will re-submit the Parish Councils comments made previously.

5.6 Discuss request from Hilton Parish Church to extend the Churchyard beyond current wall to adjacent land.

The Clerk has been approached by the Parish Church as the grave yard is becoming full. The perimeter wall also needs work. The PC discussed extending the grave yard beyond the current wall. However, this would not be easy. There is an ancient right of way, also de-registration of common land is quite a difficult process. If we de-registered some land then another piece of land of the same size and value would need to be found as close by as possible. Applications to de-register land have a minimum charge of £4,900. Land around the Church is not ideal as it is very boggy and a spring runs beneath. There are 3 rights of way across the land which will need to be maintained. The PC needs to take further advice on this matter. Cllr K. Dunk will put some information together and this can be discussed further with the PCC before coming back to another PC meeting.

5.7 Discuss email from Parishioner on a suggested Road Safety Proposal for the new bridge on B1040

A Parishioner contacted the PC with an idea to place life sized cuts outs of Children playing on the verge by the side of the road to potentially help slow down traffic. The Clerk ahead of this meeting spoke with CCC to see if this idea would be permissible. CCC has advised that this would not be allowed and would be removed as this could act as a distraction rather than help with road safety. The Clerk will speak with CCC again to find out what might be permissible and bring information to the next PC meeting.

5.8 Discuss and decide on further action following email response from Road Policing Unit following monitoring of traffic through Hilton

The Clerk received an email from the Traffic police advising that 76 vehicles in excess of 7.5 tonnes entered the Village during the 2 week monitoring period. They have not specified whether this was during the day/night or both. However, they advised that the level of non-compliance is minimal and they would not be able to allocate resources. The Clerk will respond and ask for more specific details of the vehicles entering the village. She will also approach our County Councillor for his assistance with this ongoing issue. The Clerk will report back at the next PC meeting.

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 May 2018	£ 660.00 s/o
*6b ICO registration	Application Fee	£ 40.00 chq
6c SLCC Enterprises Ltd	Common Land & Greens Course (Cllr Dunk)	£ 150.00 chq
**6d DHM Garden Maintenance	Tree Pruning – The Green & Church End	£ 60.00 chq
6e Hilton Parish Church	Lighting energy supply costs 1.1.17 -31.12.17	£ 69.00 chq
***6f Mr Makeham	Grass Cutting Village Green 3,11,21 & 27 May	£ 147.50 chq
6g B.Ashby	Handyman duties – April/May 18	£ 88.20 chq
6h Huntingdonshire D C	Electoral services – May 18	£1237.96 chq
6i Able Accounts	Internal Audit 2017/18	£ 200.00 chq
6j Capalc	Joining Fee 01.04.18 – 31.03.18	£ 304.41
6k Clerks Salary	Salary May 2018	£ 584.13 s/o
	Expenses Graffiti Remover	£10.05 chq

*The payment for joining before 25.05.18 was advised to be £35.00. Cheque sent but returned as payment was received after 25.05.18. New payment required £40.00. Original cheque destroyed.

** Original payment made in April but cheque went to old address and has not be forwarded. Cancel first cheque and re-issued a new cheque

***Mr Makeham - For one cut - Area to north of Fenstanton Road only £22.50
For two cuts - Used drum mower to cut long grass on Green £35.00
Last cut took 4 hours so an extra charge £55.00

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

6.2 Audit – present for approval

All Councillors had been provided with a copy of the audit information ahead of this meeting. The audit has been approved by the internal auditor. P.B proposed the Parish Council approve the Audit, G.B 2nd, all Cllrs were in favour.

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

Cllr Goodridge commented that the Hedge on Church Lane is very overgrown and needs attention.

Cllr G. Barradell mentioned the Open Air event on the Village Green on the 30th June, they are in need of volunteers to help with the day. The Pavilion will also need a clean as it will be used on the day.

The Clerk has spoken to the A14 team regarding Road Closures. Cllr K. Dunk advised Cllrs that their declarations of interest will be going on the PC website as it is a legal requirement.

Next Meeting Monday 2nd July 2018.

8. Closure of Meeting.

21.31

Signed **Date.....**