

Hilton Parish Council

Hilton Village Hall, Peacroft Lane, Hilton.DE65 5GH

Tel Office: 01283 730969 Email: clerk@hiltonparishcouncil.org.uk

You are summoned to attend a **Meeting of Hilton Parish Council** to be held on **Wednesday 23rd October 2024** at 7.00pm at Hilton Village in the Jubilee Room.

Yours sincerely

Mark Coney

Chair of the Parish Council

16th October 2024

AGENDA

1. **To receive apologies for absence**
2. **Introduction of Office Manager**
2. **Variation of the Order of Business**
3. **Declaration of Members' Interests**

To declare any Personal and Disclosable Pecuniary Interests in items on the agenda and their nature.

4. **Public Speaking.**

a) At the start of the meeting a period of time will be made available for members of the public and members of the Council to comment on any matter already on the agenda.

b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.

c) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

5. **To confirm the minutes of the following meetings:**

- Hilton Parish Council full meeting held on 25th September 2024

6. Planning Matters

To receive a report from the Planning Committee 21st October 2024

To agree substitute Councillors for the Planning Committee

Planning applications to consider:

DMOT/2024/1315 Approval of details required by condition 9(a) (Written Scheme of Investigation) of permission ref. DMPA/2023/1062 for construction of a Class E foodstore, car parking, access, landscaping and associated engineering works at

DMOT/2024/1290 Approval of details required by conditions 5 (Landscape and Biodiversity Enhancement and Management Plan) and 17 (Bird and Bat Box Strategy) of permission ref. DMPA/2023/1062 for construction of a Class E foodstore, car parking, access, landscaping and associated engineering works at

DMOT/2024/1260 Approval of details reserved by conditions 4 (Construction and Environmental Management Plan for Biodiversity) , 6 (Preliminary Bat Roost Assessment) and 7 (Water Vole Survey) relating to planning permission DMPA/2023/1062 Construction of a Class E foodstore, car parking, access, landscaping and associated engineering works at

7. Finance Report

Summary of Expense

The following expenses have been incurred by the council:

Inv Date	Payee / Supplier	Description	TOTAL
OCT			
01/10/2024	Eon	Back Lane Pavilion Electric	£ 96.07
01/10/2024	Eon	HPC Office Electric	£ 90.04
26/09/2024	Salaries	Oct salaries	£ 3,620.68
26/09/2024	HMRC	Tax/NI - salaries	£ 702.35
14/10/2024	NEST	Pension- salaries	£ 204.84
10/10/2024	UK Fuels	Monthly Fuel costs	£ 51.83
30/09/2024	Sterilizing Services Ltd	Monthly Water testing	£ 68.39
30/09/2024	Hilton Village Hall	Room Hire - Sep Meeting	£ 105.00
30/09/2024	Aucuba Landscapes Ltd	Grass Mowing and Pitch Marking	£ 2,875.76
02/10/2024	JRB Enterprise	Dog waste bags	£ 535.20
26/09/2024	J McCreddie	S Orme leaving gift	£ 50.00
02/10/2024	QS Recruitment	Agency grounds support w/c 23/9/24	£ 373.19
02/10/2024	SDDC	Summer play scheme	£ 3,000.00
30/09/2024	Hilton Village Hall	HATS s137	£ 213.12
02/10/2024	QS Recruitment	Agency grounds support w/c 16/9/24	£ 605.16
30/09/2024	Hilton Village Hall	Umbrella Sep hire	£ 106.56
30/09/2024	Viking	Refuse sacks	£ 48.66
30/09/2024	Viking	Hand towels, soap etc	£ 125.86
30/09/2024	Cromwell	Refuse sacks	£ 246.72
26/09/2024	Flint Bshop	Legal costs -- Mease Pavilion Lease	£ 3,439.79
09/10/2024	QS Recruitment	Agency grounds support w/c 30/9/24	£ 706.02
11/10/2024	RBLI	Poppoes, wreaths, crosses	£ 720.00
18/10/2024	NetPayDue.com Ltd	Monthly Payroll Fee	£ 12.00
14/10/2024	Cuttlefish	Email migration	£ 120.00
			£ 18,117.24

Summary of Receipts

The following receipts have been received by the council:

Date	Description	TOTAL
OCT		
04/10/2024	VAT refund	2025.86
29/09/2024	Pitch Hire	81.00
01/10/2024	Pitch Hire	162.00
04/10/2024	Wayleave	8.05
07/10/2024	Pitch Hire	81.00
07/10/2024	Pitch Hire	46.00
09/10/2024	Pitch Hire	8.00
09/10/2024	Pitch Hire	62.00
13/10/2024	Pitch Hire	8.00
13/10/2024	Pitch Hire	16.00
13/10/2024	Pitch Hire	12.00
13/10/2024	Pitch Hire	81.00
		 2,590.91

Bank Balance Summary

The following funds are held by the council as at 14/10/2024:

Bank Balance current account:	£ 29,992
Bank Balance savings account:	£ 363,154
Total Bank Balance:	£ 393,146

Bank Mandate

Confirm that Russell Pollard, Office Manager, be added to the bank mandate. All other signatories to remain unchanged.

Change of Proper Officer and Responsible Finance Officer

To record that Russell Pollard was appointed Office Manager and RFO with effect from 30/09/24.

To resolve that Cllr Coney will relinquish his role as Proper Officer as of 24/10/24 and Cllr Andrew will relinquish his role as Proper Officer as soon as the bank mandate is completed for Russell Pollard.

Section 137 Applications to Consider

- Hilton Formula 24 - charity

8. Officer Manager Report

9. Reports from Councillors

10. Reports From Representatives on Other Bodies

Councillors to report on meetings of the following groups:

- Flood Liaison Committee – Cllr Nield
- East Midland Intermodal Portal Liaison Group (EMIP) – Cllr Andrew
- HHFC Committee – Cllr Cuddington
- Toyota Liaison Committee – Cllr Andrew
- SDDC Joint Meeting with Parish Councils – Cllr Coney
- Parish and Town Councils Liaison Forum (DCC) – Cllr Coney
- Etwell Area Safer Neighbourhoods Meeting – Cllr Stanton

11. Parish Council next 4 years Strategy Plan

- To track progress on the 4 year plan
 - Traffic Survey - CC
 - Playground signs – JM
 - Football Pitch Improvements - JM
 - SIDS - MC
 - Bus Shelters – GA
 - Footpaths and footpath mapping - CN
 - Back Lane Pavilion Improvements – MC
 - Playground improvements - SS

12. Bio-diversity off-set land – Lucas Lane

13. Annual review of policies

14. Big Top May 2026

15. Cultivation Licence – Lucas Lane corner

16. Derbyshire County Council Draft Plan 2025-2029 Consultation response

17. Proposals for new slide sensory boards at Main Street

18. Memorial Meadow Wall

19. Agenda Items for the next meeting

20. Actions from this meeting

21. To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.

22. To consider a pre-planning application document

23. Date of the next meeting.

Parish Council Meeting 7.00pm on **Wednesday 27th November 2024**