

Minutes of Hilton Annual Parish Meeting Tuesday 9th May 2017 7.30pm at the Village Hall

Present: Cllr P. Balicki, Cllr G. Barradell, Cllr R. Collard, Cllr K. Dunk, Cllr A. Goodridge, Cllr I. Stott, Cllr S. Walker & Cllr W. Wilson

In attendance: A14 representatives - Jade Pettit (Stakeholder Manager), Dave Forbes (Construction Manager), Chris Bayliss (Highways England) and Gerard Smith (A14 - C2H Legacy Lead). CCC Cllr I. Bates, HDC Cllr A. Donaldson. 12 Parishioners

Apologies for Absence - Cllr D. Dew

Welcome and Introduction - Peter Balicki

As the Chairman of the Parish Council P. Balicki was present he presided over the meeting and welcomed the Parishioners and Speakers to the meeting.

Annual Review of the Parish Council Business - Peter Balicki

The Parish Council over the last year consisted of the same members until recently when Justo stepped down, due to other commitments. The PC would again thank Justo for his hard work during his time as councillor and were delighted to welcome Ian Stott as his replacement at the meeting on 2 May.

At the Annual Parish Council meeting on 2 May 2017, myself and Graham Barradell were elected Chairman and Vice Chairman and again I would like to thank Graham for his continued support over the last 12 months.

Jo Perez continues to serve the Parish Council excellently in her role of the Clerk. This remains quite a job to undertake within the 10 hours per week and her flexibility in responding to periods of time when the workload is high is much appreciated. Jo works hard to make sure that the Parish Council and its Councillors adhere to the strict governance issues surrounding how the Parish Council must operate.

The Parish Council is responsible for some of the street lighting, maintenance of ponds, ditches, trees and grass cutting. We would like to thank John Carter, Bernie Ashby, Rodney Makeham, and Duncan McMichael for the work they have done over the last year on maintaining the village, the open spaces, trees and ditches. Our thanks also to our tree contractors for the tree maintenance, some extra hard work seen in removal of the tree on the other side of Reeves Ditch. Again some work on easier to access trees was undertaken by Kieron, Willie, Ian Stott, Duncan McMichael and myself saving the Parish some expenditure. Wood put aside for Villagers to use.

The Parish Council also makes recommendations to Huntingdon District Council on planning applications via the planning committee. No decision only recommendations are made.

The firework display was excellent and the Parish Council would like to thank the firework team for putting on a great show, Feast Week for providing refreshments and Councillors and volunteers for manning the event, collecting takings and clearing up. Supported by the donation received last year. Work on the A14 has commenced and Jo has an excellent relationship with Highways England to take action on construction traffic through the village. If construction vehicles are seen please report with registration number, time etc to the Clerk.

The Green Management Group work hard in maintaining our greatest asset, 27 acres. I know that Ian Stott continues to work alongside the group throughout the year. The football pitch on the green continues to be used by Fenstanton Youth Football Club and this is likely to continue into the new season although with a reduced number of teams.

What we have coming up in the next months:

- We will see the launch of a new Parish Council website and we hope this will be more user friendly.
- The Parish Council will be looking at what work can be undertaken on the footpaths on its land in the village.
- An application has been made for a grant to look at renovating the Pavilion and thanks to the working group for their efforts in getting this together.
- The working group looking at the Parish Plan led by Ann will be presenting their report on the actions outstanding from the previous parish plan and I know Ann is looking further into the possibilities of cycle paths and been speaking to Gerard Smith and CCC.

In conclusion I would like to thank all the members of Hilton Parish Council for their hard work, it has been a good year and I look forward to another good year.

Parish Council Financial Report (April 2016 to March 2017)- Jo Perez

Opening year balance was £32,736, closing year balance was £44,380 (including £7,500 easement money and £1,760 Community Infrastructure Levy (CIL) money).

Precept for year was £27,070 + other income £1,601 gave a total of £28,671 + easement £7,500 (to be spent on capital projects) + CIL £1,760. Expenditure for year was £26,287. Surplus £2,384 (no repeat of spend of £3,500 on sound expert and £1,913 on street light removal. Also £1,580 & £984.00 authorised on tree work not completed until after year end, leaving a deficit of £183, an improvement on deficit of £1,800 seen last year.

Internal Audit should be completed in the next few days and accounts to be formally approved at meeting on 5 June 2017 for submission to external auditor in June 2017 in accordance with requirements.

A14 - speakers include - Jade Pettit (Stakeholder Manager), Dave Forbes (Construction Manager), Chris Bayliss (Highways England) and Gerard Smith (A14 - C2H Legacy Lead) - Followed by Q & A session - most questions had been submitted in advance

An introduction from A14 representatives with a description of their roles. Update on where things currently stand with the project. East coast mainline - starting to bring the bridge out of the ground adjacent to the railway and that will happen over the next couple of months. Ground works are progressing on the A1198 London Road, 2000-3000 cubic metres of structural material which will form an embankment, this is where a bridge will be built for the A14 to run under the carriageway. Archeology mitigation is being carried out all the way through. 4 bridges are currently being built. Lots of top soil storage is happening.

Question and Answer session:-

Q) What happens to all the top soil?

A) Top soil is peeled back and stored across the site in storage bunds, to protect the material and left for 1-3 years. It is then put back over the scheme, there will be a surplus and this is used in various ways, back into localised borrows, used in thickening for planting, if there is any surplus this will not be known until the end of the scheme. Aggregates - borrows will be opened up to access aggregates, this will be used to make concrete, all aggregates will be used within the scheme.

Q) The air pollution standards applied for the construction of the A14 don't comply with World Health Organisation and EU regulations, why doesn't Highways England take the opportunity to lead the way and take a more proactive stance?

A) Air Quality - look at in 2 different ways, construction and operation - legally it makes no difference but mitigated in different ways. From Construction - emissions from vehicles (plant machinery) and dust. Most, if not all, machinery is brand new in order to reduce emissions. There will be dust when removing top soil - wetting down is the best way to reduce this, sometimes they add polymers. Reduce the amount of movement, so aggregates and sand is taken from local borrows and concrete is mixed on site to reduce traffic. From Operation - mainly from vehicles using the road. The government's Clean airzone action plan and the Volkswagen scandal - during operation they model, this is derived from traffic flows, so they estimate. They agreed with HDC a series of air quality measures and there is currently an air quality monitoring station on Graveley Way, this was out before starting construction to get a base line measure, it measures nitrous oxides as there will always be a level. This will be monitored through construction and then continued through operation for at least 3 years after completion. Their model does not foresee a decrease in air quality as Hilton is outside the worst zone. If reality does not resemble the model then they will work with HDC to agree mitigation and how it can be fixed.

Q) Why has the air quality monitor been moved from Potton Road to Graveley Way?

A) The request came from HDC to place the monitor there. It is not a local device and will sample the area.

Q) Should reality not be as the model suggests what scope do you have to do anything, what options of mitigation do you have?

A) It will depend on the nature of the problem. As part of the DFT family and the wider government body they will want to remove higher polluting vehicles from the road network. That will naturally occur. There are other more drastic options- reduce speed limits on the new road.

Q) We have concerns about Hilton being used as a rat run, how will this be monitored?

A) This was identified as an issue for a number of Villages, so they have undertaken traffic surveys on Graveley Way and the B1040. These were conducted last spring/summer before the School Holidays and before construction, so they have the baseline data. They will continue to monitor this and after construction has been completed. Should there be an increase that correlates to the opening of the A14 they will discuss with CCC, as local highway authority and HDC, as environmental health authority and look at how to deal with this, what the problem are and possible solutions. Possibilities of traffic calming, weight restrictions and one way systems.

Q) Construction vehicles are using the Village, how can this been stopped? Parishioners are cynical that nothing will be done.

A) Any vehicles that are reported to the Parish Clerk or to Jade are being dealt with and they have a zero tolerance. If Villagers are not reporting infringements, then progress cannot be made. Please continue to report, the Parish Council speak about this at their meetings and it has been mentioned in Spectrum. All new A14 contractors have inductions, including approved access routes to and from the sites. Contractors that continue to ignore this rule will not be used again.

Q) Does data on the air quality get published?

A) Not as a matter of course, just because it can be difficult to understand but it is shared with the local authority. If a request is made then it can be made available.

Q) Is the Highways Agency Tour bus now operational?

A) Yes the bus is now operational, and they will come along to events if requested and people can visit to gain more information.

Q) If Parishioners want to report Construction Vehicles using the village can they contact Highways England directly?

A) Yes - email:- a14cambridgehuntingdon@highwaysengland.co.uk or contact centre number 0300 123 5000.

Q) Cycling/Footpaths - there seems to be sections of these but they do not come right into the Village and they seem to be right next to the Roads where pollution will be higher, can they not be moved away from the Roads?

A) Linking- Where they locate provision for NMU's - non motorised users (cyclists, pedestrians and equestrians) - under their planning permission is a development consent order under the planning act 2008, they get consent for the road and the authorised development they need, borrow pits and siting of construction compounds etc. They cannot connect the NMU's partly due to the law and because they have to stop somewhere. They locate them adjacent to roads to achieve a balance. Siting the NMU routes away from the road would incur additional costs; increase land cost, maintenance and construction time. User's perception of security is also increased adjacent to a road.

Where new roads are being built NMUs are put in as a matter of course. Gerard Smith is looking at how to obtain funds to put in more NMUs. They are looking at a safe crossing across the A1198 to Graveley and the Community Fund could finance a feasibility study.

Q) Nature reserve and wildlife, are there plans to enhance the nature around us?

A) If habitat is removed, they have to provide at least that habitat or better, back. So that is in place as they cannot dislocate any habitat until new habitat is put in place. They have been through one trapping season and moved wildlife. Borrow Pits are an extra - they have constraints - and have to be offered back to landowner and return as much land back to agriculture. They will continue to speak with landowners and organisations like RSPB, Wildlife Trust etc.

Q) Can you rule out that borrow pits will continue to be quarried?

A) All sand and gravel will be taken from the local borrow pits. They can categorically state that the scheme permission is to extract the material that they need to construct the scheme and there is no

further permissions past that. If a landowner wanted to take the land back for continued extraction they would have to submit a Minerals Extraction Application through CCC. Some borrow pits will be used for mitigation.

Q) Who are the stakeholders?

A) Anyone affected by the scheme.

Q) Are we on programme?

A) Where they want to be, a little ahead.

Q) Archaeology, when will we get sight of any findings?

A) Working to organise a community outreach. There will be a community outreach and a community dig. They will not wait until the end before they start to display any finds.

Gerard Smith - Community Fund - they are keen to see applications from local organisation for local projects that link to the scheme. Quality of life projects - please contact Gerard.

Chris Bayliss will report back to the PC regarding the moving of the Air Quality monitor and Traffic Monitoring. (see Appendix)

Hilton's Neighbourhood Watch - Ken Harris

Chairman & Councillors, thank you for the opportunity to address the meeting on behalf of Neighbourhood Watch.

You will be aware that a Neighbourhood Watch Scheme has existed in Hilton for several years. It aims to improve security awareness throughout the village, and to foster good communications between residents and the police. By improving awareness, it is hoped that the scheme will allay undue fear of crime or antisocial behaviour.

For the purposes of the Neighbourhood Watch, Hilton is divided into 18 areas. In each area a coordinator is registered to receive e-mails termed Neighbourhood Alert Messages from the police and to relay them to residents.

For their part, Cambridge Police will issue an Alert Message if a crime is reported or suspected in the vicinity, including burglaries, criminal damage or anti-social behaviour. There is always a chance that this will stimulate residents to contribute useful information. The police also provide feedback to victims on what they are doing to tackle a crime.

The police also publish annual crime statistics, but these need to be treated with care because the recording criteria have changed over time and the overall number of crimes in the village is relatively low.

The Police and Crime Commissioner issues Alert Messages to circulate his policy statements and reports. Alert messages have also been used to advertise job opportunities with the police and the Commissioner

In addition to its security awareness role, the Neighbourhood Watch provides an organised communications network that can be used to support the village Emergency Plan. The coordinators can cascade messages from the Emergency Officer down to residents and return responses or feedback on any developing situations in their areas.

Finally, Action Fraud is the National Reporting Centre for fraud and cyber crime which is operated by the City of London Police. They distribute their own bulletins as Action Fraud Messages. They give warnings of reported internet scams, phishing texts and e-mail frauds. Recent reports have included calls from bogus policemen. All have the same fundamental aim of taking your money or obtaining details of your bank accounts, credit or debit cards and associated passwords.

The Action Fraud messages offer basic advice on dealing with such threats and staying secure, including:

- Register with the Telephone Preference Service to minimise telephone cold calls.
- Always be especially wary of contacts that you did not personally instigate -whether they are telephone calls, e-mails or cold callers.
- Check out unsolicited telephone callers. Use a separate telephone line to avoid capture.

- Do not click on internet links included in e-mails but always type in the target URL that you want.
- Remember that banks and building societies do not need to ask for your full security details - they already have them!

If residents wish to receive Alert Messages, but do not want to join the Neighbourhood Watch organisation, individuals can register with the e-Cops scheme run by Cambridge Constabulary. Simply follow the on-line link from the police website for more information on e-Cops. Clearly, the more residents who participate in Neighbourhood Watch, the better it will work. Residents who do wish to join their local Neighbourhood Watch scheme should identify their local NHW scheme and its Coordinator by following the instructions on the national Neighbourhood and Home Watch Network website, at www.ourwatch.org.uk. Individuals can apply on-line to join their local scheme. Existing members are asked to check with their coordinator and confirm that their contact details are up-to-date.

For anyone without ready access to the internet, or if you need help in this respect, my telephone number is published in Spectrum.

If you do need to contact the police, there is no benefit in going through the Neighbourhood Watch. Contact the police directly on one of their two telephone numbers:

- Call 999 for emergency assistance criminals may still be present, or when life or limb is at risk.
- Call 101 when there is no immediate urgency.

The police Operations Centre will assess every call and decide the appropriate level of response depending on the circumstances.

Finally, you will recall that Hilton was initially divided into 18 Neighbourhood Watch areas, each with a registered co-ordinator. Through the normal turnover of residents in the village, there have been vacancies for area coordinators. However, in the past year we have lost 8 area coordinators. Perhaps I have been careless. No doubt Old Father Time and the work on the A14 have had an effect.

I have started a programme of recruiting NHW members in the hope that coordinators will emerge, but progress is slow. Nevertheless, we remain an equal opportunities employer. So, if you fancy a zero-hours contract, helping to run Neighbourhood Watch in Hilton, please call my number, or Rat on a friend, perhaps.

Thank you again Mr Chairman for the chance to address the meeting. Are there any questions?

Report from Hilton Town Trust - Phil Wood

REPORT FROM HILTON TOWN ESTATE CHARITIES

BACKGROUND

The village of Hilton benefits from land and assets endowed over the centuries. The most recent definition of the charities was confirmed by a Deed dated 1899, in which year the gross yearly income from land and cottages was £41.

We operate two Charities. The land and assets are held by the Estate Charity, the senior charity of the two.

The 1899 deed requires that half of the annual income of the Estate Charity goes to the Parish Church to be used for repairs to the building; the other half is paid to the second charity, the Town Charity to be spent for the general benefit of the village.

Both the Estate and Town Charities are administered by the Trustees and are chaired by the Revd David Busk.

The Parish Council appoints two trustees, presently Brian Ward and Rachel Lawton; and the Church appoints the other two trustees, currently Nick Sarkies and Rachel Wood. Phil Wood is the Clerk.

Trustees publish the purposes of the Charity in Spectrum each year, and the wider public is informed by the Charity Commission's Directories. An annual report is sent to the Charity Commission.

TOWN CHARITY REPORT FOR CALENDER YEAR 2016

At the beginning of the year, the Town Charity held £13,600 in hand.

In 2016 income amounting to £5,000 was received from the Estate Charity & interest of £71.

Although the Trustees have no specific mandate, a mix of grants are made under the general terms of the Deed including capital grants, educational grants, grants to charities or organisations directly serving the needs of Hilton.

Projects supported by the Town Charity in 2016 included:

	£
Village AED project	490
Hilton Guides	250
Feast Week Produce Show rosettes	244
Queen's Birthday celebration	233
Christmas hamper distribution	440

The Town Charity had £17,025 in hand at 31/12/16 with an expected income for 2017 of £5,000.

The Trustees remain open to proposals from villagers for either individual needs or community projects. Contact can be made with the Clerk, any Trustee or via the contact number in Spectrum.

Phil Wood, Town Trust Clerk, May 2017

Report from Cambridge County Council - Cllr I Bates

A few facts and figures from CCC

It costs £780,000 per week per week to dispose of rubbish/recycling

CCC look after 7,500 elderly people per year (which equates to 1.4 million hours of care in people's homes); maintain 2,800 miles of roads, 1,500 bridges and 59,000 street lights across the county; transport 15,000 School Children; have 2.5 million library visitors each year; 1,200 "Freedom of Information" requests each year and help 2,500 people to give up smoking.

Cambridgeshire County Council's budget is £791 million, a large amount of CCC's income is from their large portfolio of farm land rental.

Last week there was a local government election and there are now 61 Councillors. Borders were changed last year, but the area that includes Hilton, remains pretty much as it was previously.

Reports from Huntingdon District Council - Cllr A. Donaldson and Cllr D. Dew

Apologies received from Cllr D. Dew.

Report from Cllr Donaldson - Recently part of a CCTV task group, where she discussed with local Police and Huntingdon Business Against Crime the effectiveness of CCTV and viability of it in rural areas, this particularly related to Hemingford Grey because their PC have been looking into the installation of CCTV cameras following an increase in antisocial behaviour and burglaries. After a number of meetings the report concluded that the CCTV system wasn't currently viable due to the cost. This will be reviewed again when the system goes digital (hopefully in summer 2017) as it will be far cheaper.

The Community Chest award is now open and closing date is the 31st May.

Report from Green Open Spaces Group - Kieron Dunk

The maintenance of the Green open space is of a significant cost to the Parish. Some of the activities the work group have been involved with this year are outlined below:

The Maintenance Contract,

We are coming to the end of the first year and it seems to be working very well. You may remember last year we undertook a new mowing regime restoring more of the Green areas to hay and less intensive mowing

The areas added to those previously set to hay where:

1. The strip along the north side of the Fenstanton road,
2. The area in front of the Bakehouse
3. The area to the West of the Church

After the first season we reviewed how things had gone and made some adjustments as there are some problems that need to be addressed. There are some areas where hay has been left under Trees, some areas have been too dry particularly near the wall to the south of the Church. So it has been agreed to make some changes to the mowing regime.

The new maintenance contract includes built in hours which we can direct towards non annual tasks, called 'directed hours'. So as things come up we can apply some manpower to jobs

Some directed works have been used to repair and rebuild the bank of the Ware near the cross roads, where there was an exposed cable and included things like fencing repairs.

In order to try to stop some of the activity of cars driving on the cricket Green during dark hours in the winter, we have put up some temporary ropes, We only did this for a few weeks but it seemed to work well and we will do this again next year but start a bit earlier.

Trees

A lot of tree work has been carried out this year, some budgeted and some emergency. We had two big trees that were looking dangerous that we had to deal with. We have also, for the first time in 4 years, got to the end of the identified list of tree work from the annual survey and got to the end of priority list C. Ian Stott and a tree contractor go round the Village and do a survey of all the tree work that needs doing, both maintenance and also identifying any trees that are looking dangerous.

The removal of trees on Wraggs Row was necessary because the PC is trying to solve an ongoing problem with agricultural vehicles crossing the Green to access the wilderness and fields beyond. The reason they gave for this was that access along Wraggs Row was restricted by the Trees, so the PC applied for Planning permission to remove the Trees. We now have an agreement from the farmer in question that they will now use Wraggs Row and no longer cut across the Green. Further work to cut back some trees in the wilderness will need to be carried out but unfortunately this will have to be done in the autumn as nesting season has started.

Ditches

As in previous years the ditches were cleared in January this year. It was the most extensive exercise on ditches yet undertaken and an excellent job was done. For first time this work was undertaken as part of the annual maintenance contract and not as a separate expenditure item.

Cricket and Football pitches.

The area around the cricket ground has been continued to be mowed by Rodney Markham under the supervision of Alan Salem. This year the football pitch has been mowed by the PC up until the end of April when the grass is then allowed to grow. The football club have managed to arrange their fixtures so the last match is played mid-May giving the grass a longer growing season.

Paths

The Parish Council have agreed a specification and this will be sent out for quotes. We have undertaken the clearance of leaves, this has gone some way to help reduce the build-up of organic matter that has been a problem in the past.

Other work

Other work the PC does under this contract is to look after: The playpark, the Millennium garden, the Maze and the Churchyard.

And finally:

Suggested jobs for the coming years (not yet approved)

1. Reduce the thicket by Sparrow Way
2. Re-surface the gravel paths
3. Recut the Maze
4. Clear The Ware

General Question Time - hosted by Peter Balicki

Q) Doreen Bates- Footpaths, a request for the wooden edging to be removed. A lot are broken and it makes it difficult to walk along two a breast. They can also be dangerous. Thank you for organising the repairs to the bridges.

A) After taking some advice the specification of the paths includes the removal of the wooden edging, the paths will be repaired where needed. Potholes will be filled and smoothed, repacking the stone base and if necessary widening to 600mm. Fine gravel will be put on top. No idea of cost currently.

Q) Margaret Shardlow - Communication -- following the 2015 APM made a request to look at increased communication. Some ideas put forward were Facebook, Twitter, email list of recipients, face to face meetings ahead of a PC meeting and (additionally) street representatives to deliver flyers and delegate one councillor to be 'Information Officer'. Only 12 residents present tonight. The PC should aim for 10% of the 800-900 Parishioners. In previous years there have been as many as 60 regularly.

Q) Ken Attwood - The grass by the Crossroad by the side of The Bungalow and the pond, the cutting is a mess, not sure who is doing this work?

A) This is CCC land and was cut 2 weeks ago. The Clerk will contact CCC.

Q) Neil Turner - would be interested in hearing the process of the removal of the illegal Travellers from the Green?

A) There is a policy document that outlines what is to be done, inherited from the previous council but much of it is now out of date. Therefore a different course of action was taken, employing commercial entities that specialise in this type of problem. Essentially they are bailiffs with legal departments, serve eviction notices and (if necessary) man-handle the people off our land. We found a good company that served an eviction notice within two hours of us making contact and with a 24hr deadline to leave. The travellers left an hour and a half before the deadline. We did have on standby bailiffs with Police back up as children were involved (and two tow trucks). This company were very experienced and have done work with many local authorities. The PC would like to take this opportunity to thank those parishioners who spontaneously helped to the clear up after the departure. The cost was £495.00 + VAT, but would have been more if a forcible eviction had been required.

Meeting Closed

9.16pm