



I hereby give notice that the **Ordinary Meeting of Hilton Parish Council will be held at 7.30pm on Monday 2nd November 2020 online via Zoom**

The Public and Press are cordially invited to be present, joining details below – if you would prefer a link please contact the Clerk who will send the meeting link.

Meeting ID: 851 2117 9500

Passcode: 059772

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

Nicola Webster

Clerk & RFO

28/10/2020

Please note that the Zoom meetings will be recorded by the Clerk and that any individual can also record, film or live stream open meetings of public bodies in accordance with The Openness of Local Government Bodies Regulations 2018.

AGENDA

20/21-91. To receive any apologies for absence and declarations of interest.

Comments and observations from members of the public and to receive reports from the County and District Councillors

Members of the public are reminded that the period which is designated for public participation shall not exceed 10 minutes and each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. Please note that members of the public may not speak for the remainder of the meeting without the express approval of the Chair.

- 20/21-92. To approve the minutes of the Parish Council Meeting held on Monday 5th October and the minutes of the Finance Committee Meeting held on Wednesday 7th October.
- 20/21-93. Matters arising from the last meeting including Clerk's report – information only. No discussion and no decisions can be made – Local Government Act 1972 s12 10(2) (b) states that business must be specified.
- 20/21-94. To receive the external audit report
- 20/21-95. To receive and discuss the financial reports
- 20/21-96. To discuss and decide upon the Clerk's salary and review the hours worked and decide upon any actions.
- 20/21-97. To review the draft budget and amend and/or approve it.
- 20/21-98. To discuss and decide upon the precept request for 2021/22 – recommendation £30,600 (no change from 2020/21)
- 20/21-99. To receive and review the Maintenance Person timesheet
- 20/21-100. To receive an update regarding the LHI feasibility study
- 20/21-101. To discuss and decide upon the Christmas lights for the pavilion – proposed cost £80
- 20/21-102. To discuss the response from the insurers regarding the village library in the bus stop and decide the next steps
- 20/21-103. To receive the report from the A428 forum meeting
- 20/21-104. To discuss the quarry at Hemingford Grey and decide upon any actions
- 20/21-105. To discuss and decide upon the consultation from National Air Traffic Control (NATS) and London Luton Airport regarding the change into arrival routes at London Luton Airport
- 20/21-106. To discuss and decide upon the request for approval from the Rotary Club of St Ives for their Santa sleigh rounds
- 20/21-107. To discuss and decide upon the request from the Royal British Legion for a contribution
- 20/21-108. To discuss and decide upon the request for funding from Finding Fitness Ltd for a sports holiday club for children
- 20/21-109. To approve and adopt the Training and Development Policy
- 20/21-110. To approve and adopt the Lone Working Policy
- 20/21-111. Green open spaces
- 20/21-111.1 To discuss and decide upon the proposal to extend the maintenance contract for one year at the same rate - £7,920 per year
- 20/21-111.2 To discuss and decide upon the proposal to establish a small copse north of Wraggs Row at the entrance to the Wilderness
- 20/21-111.3 To receive an update regarding the repairs to the village hall car park

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20/21-111.4 To discuss and decide upon the proposal to replace some of the shrubs in the village garden with English Lavender – cost £85.

20/21-112. Hilton Traffic Group - to consider revised draft petition document and the approach to engaging key people

20/21-113. To discuss and decide upon the request from the Hilton Ball Committee for permission to hold the Hilton Summer Ball on 23/7/2021

20/21-114. Newsletter for Hilton

20/21-114.1 To produce and distribute a newsletter to villagers

20/21-114.2 To discuss the draft content and agree additional content

20/21-114.3 To delegate responsibility for final content and production to the clerk

20/21-115. To discuss and decide upon the proposal that Hilton Parish Council sets up a time banking system following the model promoted by the County Council

20/21-116. To discuss the outcomes from the previous parish plan and a proposed questionnaire for taking the project forward

20/21-117. To receive an update regarding the bonfire service to parishioners

20/21-118. Payments received - £628.66 – CIL payment

20/21-119. Approve payments

Minute Ref	Payee	Description	Amount	Method	Legislation
20/21-119.1	JSC Services	Maintenance Contract - Oct	£660.00	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
20/21-119.2	Ecotricity	Electricity Supply - Oct	£10.59	DD	Local Government Act 1972 - s111 - Subsidiary powers
20/21-119.3	Nicola Webster	Salary - Oct	£645.67	S/O	Local Government Act 1972 - s112 - Power to appoint staff
20/21-119.4	Microsoft	Office Package - Oct	£11.28	BACS	Local Government Act 1972 - s111 - Subsidiary powers
20/21-119.5	Opus	Street Lighting Energy - Oct	£117.81	DD	Local Government Act 1972 - s111 - Subsidiary powers
20/21-119.6	Zoom	Pro Account - Oct	£14.39	Optimum DC	Local Government Act 1972 - s111 - Subsidiary powers
20/21-119.7	Optimum	Monthly Fee	£1.99	Optimum DC	Local Government Act 1972 - s111 - Subsidiary powers
20/21-119.8	Nicola Webster	CiLCA Hours - Oct	£93.13	BACS	Local Government Act 1972 - s112 - Power to appoint staff
20/21-119.9	Unity Trust	Charges	£18.00	DD	Local Government Act 1972 - s111 - Subsidiary powers
20/21-119.10	BWP Creative Ltd	Website	£861.29	BACS	Local Government Act 1972 - s142 - Provision of information
20/21-119.11	Viking	Toner & Paper	£178.09	BACS	Local Government Act 1972 - s111 - Subsidiary powers
20/21-119.12	JSC Services	Cricket Pitch – 18/09	£45.00	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces
20/21-119.13	SLCC	CiLCA Registration	£410.00	BACS	Local Government Act 1972 - s111 - Subsidiary powers

20/21-120. Councillors items – information only. No discussion and no decisions can be made – Local Government Act 1972 s12 10(2) (b) states that business must be specified.