



PARISH
COUNCIL

Meeting commenced 19:30

**Minutes of the Meeting of Hilton Parish Council on Monday 5th October 2020
at 19:30 via Zoom**

Present: Cllr G. Barradell (Chair), Cllr P. Balicki, Cllr H. Chambers, Cllr L. Chorlton, Cllr R. Collard, Cllr K. Dunk, Cllr A. Goodridge, Cllr I. Stott, Cllr S. Walker

In attendance: The Clerk (N. Webster), and 2 parishioners.

20/21-73. To receive any apologies for absence and declarations of interest.

No apologies were received as all Cllrs were present.

No declarations of interest were received.

Meeting closed 19:31

A parishioner advised that the Village Hall Committee were thinking of putting up a Christmas tree with lights and asked that the Parish Council take this into consideration (item 20/21-84). He also requested that the Parish Council consult the original steering group with regards to the actions from the Parish Plan (item 20/21-86).

Meeting reopened 19:33

20/21-74. To approve the minutes of the Parish Council Meeting held on Monday 7th September and the minutes of the Planning Committee Meeting held on Tuesday 22nd September.

Cllr G. Barradell proposed that the Minutes of the Parish Council Meeting held Monday 7th September 2020 were approved as a true record, Cllr R. Collard 2nd, all Cllrs in favour.

It was resolved that the Minutes of the Parish Council Meeting held on Monday 7th September 2020 were approved as a true record.

Cllr G. Barradell proposed that the Minutes of the Planning Committee Meeting held Tuesday 22nd September 2020 were approved as a true record, Cllr K. Dunk 2nd, 3 Cllrs in favour, 6 Cllrs abstained.

It was resolved that the Minutes of the Planning Committee Meeting held on Tuesday 22nd September 2020 were approved as a true record.

20/21-75. 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.

Clerk's Report

A14 Legacy Fund

This is the fund where HPC were successful in the bid for works to the ponds – Reeve Ditch and a footpath around the pond in Graveley Way.

Update received from Highways England:

"Further to my update at the beginning of the month, I am pleased to report that I am now in possession of the scopes, so can finally begin to move things forward. I know you will be as pleased as I am to hear this news.

There are a few of the scopes which still need to be clarified, but where this is the case I have already made contact with the relevant Parish Council; so if you've not had an email from me in the last day or so I believe I have what I need (at least for now).

To give you an outline of our next steps please see below.

W/C 21 September

I have a meeting arranged with Skanska Cambridgeshire Highways to begin to go through the on-road network projects to establish the processes needed for each project and the potential timescales for these.

Where projects require standalone items to be ordered I will start the procurement process.

W/C 28 September (I am on leave this week)

An internal engineering meeting will be held to review the projects that will be delivered by the A14 or our suppliers.

W/C 5 October

If the previous two weeks have gone to plan, (I'm sure like me you'll be hoping they do) I will this week provide you each with individual programmes of what will happen next and approximately when."

ETRO

Response from Department for Transport:

...spoke to the relevant team in the DfT, and confirmed in a telephone call yesterday afternoon that this proposal would not be compliant with the EATF guidance, and would not therefore be eligible for funding from the EATF... (Emergency Active Travel Fund)

Therefore, a weight limit TRO would not qualify for an ETRO.

Finance Committee

The Finance Committee will be meeting this month to discuss the draft budget and precept recommendations.

NMU Update

Update received from CCC:

...The proposal for the NMU link between Hilton and Fenstanton is still being discussed with Highways England (HE). The scheme is within a programme of proposals for government funding. The feasibility study report has been considered by HE and the County Council is working with HE to progress the programme of proposals...

Bonfire Night & Fireworks

Posters have been put up on the noticeboards to advertise that there will be no Bonfire Night. This has also gone on the website and Facebook. It was also included in Spectrum. The Firework Committee have been informed.

Website

The new compliant website went live on 23/09/20. There were a few teething issues, but it seems to be working well and the feedback from parishioners has been positive.

Playground Bin

The new bin for the playground has been purchased as agreed and installed in the playground.

Community Gritting Scheme

Posters have been put on the noticeboards and a notice placed on Facebook and the website. It was also included in spectrum.

Coronavirus Fund

Applications for the coronavirus fund are currently paused so no application has been made.

Licensing Consultation

A response was sent to HDC as agreed in the previous PC meeting.

Dog Control Public Spaces Protection Order Consultation

A response was sent to HDC as agreed in the previous PC meeting.

Changes to the Planning System Consultation

A response was sent to the Ministry of Housing, Communities and Local Government as agreed in the planning committee meeting.

PC19 & PC23

Two more streetlights were reported as not working. Please let the Clerk know if any other streetlights are not working.

Water Works on the High Street

There have been works on the High Street to run water pipes to the house being built next to Pecks Coppice, across Parish Council land.

The Clerk is querying with Cambridge Water regarding the notice that should have been served and what compensation is due. Cambridge Water have referred this to their land agent, Bidwells, and the Clerk awaits their response.

LHI 2021/22

The application for a 24-hour weight limit traffic regulation order has been submitted and local projects has confirmed receipt.

20/21-76. To receive and discuss the financial reports

Cllrs discussed the financial reports in detail.

Cllr G. Barradell proposed that the Council receive the financial reports, Cllr I. Stott 2nd, all Cllrs in favour.

It was resolved that the Council receive the financial reports.

20/21-77. To receive the results of the survey regarding the trim trail and decide upon the next steps

Cllr G. Barradell proposed that the Council thank those parishioners who completed the survey via email, Facebook and the website, Cllr R. Collard 2nd, all Cllrs in favour.

It was resolved that the Council thank those parishioners who completed the survey via email, Facebook, and the website.

Cllr G. Barradell proposed that the results of the survey are put on the website, except for the parishioners' comments, Cllr P. Balicki 2nd, all Cllrs in favour.

It was resolved that the results of the survey are put on the website, except for the parishioners' comments.

Cllr G. Barradell read the results of the survey.

Would you support a trim trail in the village?

Yes – 48%

No – 52%

How often would you use it?

Daily – 8%

Weekly – 19%

Monthly – 7%

Not at all – 68%

Would you support the cost of the trail coming from the PC precept if alternative funding cannot be found?

Yes – 34%

No – 66%

Would you support the equipment to be placed in the Wilderness?

Yes – 38%

No – 62%

Cllrs discussed the results of the survey.

Cllr G. Barradell proposed that the Council take this proposal no further, Cllr P. Balicki 2nd, 6 Cllrs in favour, 3 Cllrs abstained.

It was resolved that the Council take this proposal no further.

20/21-78. To discuss and decide upon the response to the consultation regarding the Ministry of Housing, Communities and Local Government white paper entitled "Planning for Future"

Cllr K. Dunk presented the draft response and Cllrs discussed it.

Cllr G. Barradell proposed that the draft document is sent to the Ministry of Housing, Communities and Local Government as the response from Hilton Parish Council, Cllr H. Chambers 2nd, all Cllrs in favour.

It was resolved that the draft document is sent to the Ministry of Housing, Communities and Local Government as the response from Hilton Parish Council.

20/21-79. To receive an update regarding the progress of the 20/21 Local Highways Improvement Fund bid for a feasibility study into the removal of the B1040 from the Cambridgeshire County Council Advisory Freight Route Map and decide upon the next steps

Cllrs discussed the correspondence with Cambridgeshire County Council.

Cllr G. Barradell proposed that the Council ask the Clerk to continue communications with Cambridgeshire County Council, Cllr K. Dunk 2nd, all Cllrs in favour.

It was resolved that the Council ask the Clerk to continue communications with Cambridgeshire County Council.

Cllrs discussed the quotes received from the traffic consultants.

Cllr G. Barradell proposed that the Council do not employ a consultant at this time and put these quotes on hold, Cllr I. Stott 2nd, all Cllrs in favour.

It was resolved that the Council do not employ a consultant at this time and put these quotes on hold.

20/21-80. To discuss and decide upon the proposal from the Hilton Traffic Working Group that a petition is sent to all the officials and decision makers involved with Local Highways Improvement Fund bids, Extraordinary Traffic Regulation Order bids, Non-Motorised Users Route bids - primarily Cambridgeshire County Council departments though also others - that paints the collective picture of the different initiatives affecting Hilton traffic issues, and requests the officials and decision makers to work together to agree an overall solution that ensures the B1040 through Hilton meets the objectives of the Cambridgeshire and Peterborough Combined Authority's Local Transport Plan, with traffic levels vastly reduced.

Cllr A. Goodridge presented the proposal and document from the Hilton Traffic Group and Cllrs discussed it.

Cllr H. Chambers proposed that the document is worked on and presented to the next Council meeting for consideration in the light of new information, Cllr A. Goodridge 2nd, 8 Cllrs in favour, 1 Cllr against.

It was resolved that the document is worked on and presented to the next Council meeting for consideration in the light of new information.

Cllrs discussed the lack of clarity regarding the communication channels and hierarchy at Cambridgeshire County Council.

Cllr G. Barradell proposed that the Council ask the Clerk to request an organisation chart from County Cllr I. Bates to detail how the transport departments at Cambridgeshire County Council are organised, Cllr P. Balicki 2nd, all Cllrs in favour.

It was resolved that the Council ask the Clerk to request an organisation chart from County Cllr I. Bates to detail how the transport departments at Cambridgeshire County Council are organised.

20/21-81. To discuss and decide upon the details regarding the Parish Council offering a bonfire service to allow parishioners to dispose of garden waste.

Cllrs discussed the detail of this service.

21:10 Cllr S. Walker left the meeting

21:14 Cllr S. Walker re-joined the meeting

Cllr G. Barradell proposed that the Council offer a bonfire service for those parishioners that rely on it, Cllr R. Collard and Cllr S. Walker to organise access to the Wilderness but not advertising when the bonfire will be lit, Cllr R. Collard and Cllr S. Walker to provide the Clerk with information to publicise this on the website, Facebook and the noticeboards, Cllr I. Stott 2nd, 8 Cllrs in favour, 1 Cllr abstained.

It was resolved that the Council offer a bonfire service for those parishioners that rely on it, Cllr R. Collard and Cllr S. Walker to organise access to the Wilderness but not advertising when the bonfire will be lit, Cllr R. Collard and Cllr S. Walker to provide the Clerk with information to publicise this on the website, Facebook and the noticeboards.

20/21-82. To discuss and decide whether to install a cupboard or cupboards with shelves inside the bus stop on Potton Road which can be used as a village library.

Cllrs discussed this proposal.

Cllr G. Barradell proposed that the Council is in favour of this proposal in principle, subject to further information, including information from the insurers regarding the fire risk, Cllr S. Walker 2nd, all Cllrs in favour.

It was resolved that the Council is in favour of this proposal in principle, subject to further information, including information from the insurers regarding the fire risk.

20/21-83. To review and decide upon members of the Pavilion working group.

Cllr G. Barradell proposed that Cllr K. Dunk is the convener of the pavilion working group, Cllr P. Balicki 2nd, all Cllrs in favour.

It was resolved that Cllr K. Dunk is the convener of the pavilion working group.

20/21-84. To discuss and decide upon the installation of Christmas Lights – cost £200-£2,723

20/21-84.1 To decide if the Parish Council would like to have Christmas Lights in the village

20/21-84.2 To decide if we can afford to put lights up and to agree a budget

20/21-84.3 To decide the best place to position said lights

20/21-84.4 To ask the Clerk to obtain quotes for which ever option is chosen.

Cllrs discussed these proposals.

Cllr G. Barradell proposed that the Council ask parishioners to make a special effort with Christmas lights, Cllr A. Goodridge 2nd, all Cllrs in favour.

It was resolved that the Council ask parishioners to make a special effort with Christmas lights.

Cllr H. Chambers proposed that the Council put lights on the pavilion, Cllr S. Walker 2nd, 4 Cllrs in favour, 2 Cllrs against, 3 Cllrs abstained.

It was resolved that the Council put lights on the pavilion.

Cllr H. Chambers proposed that the Council spend up to £200 to put lights on the pavilion and ask the Clerk to obtain quotes, Cllr L. Chorlton 2nd, 4 Cllrs in favour, 2 Cllrs against, 3 Cllrs abstained.

It was resolved that the Council spend up to £200 to put lights on the pavilion and ask the Clerk to obtain quotes.

Cllr P. Balicki suggested that the Clerk review the pavilion electrical report.

20/21-85. To discuss and decide upon the replacement of streetlight lantern PC4 (corner of Westbrook and New England) – cost £240

Cllr G. Barradell proposed that the Council agree to the proposal for a replacement streetlight lantern and ask of the old light to be returned to the Parish Council for spare parts, Cllr R. Collard 2nd, all Cllrs in favour.

It was resolved that the Council agree to the proposal for a replacement streetlight lantern and ask of the old light to be returned to the Parish Council for spare parts.

20/21-86. To review the action points from the parish plan, with the aim to set up a working group to do the work and present back to council for decision and action.

Cllr G. Barradell proposed that the Council form a working group to review the actions from the parish plan, comprised of Cllr H. Chambers, Cllr L. Chorlton, Cllr R. Collard, Cllr A. Goodridge and Cllr I. Stott, Cllr A. Goodridge 2nd, 8 Cllrs in favour, 1 Cllr against.

It was resolved that the Council form a working group to review the actions from the parish plan, comprised of Cllr H. Chambers, Cllr L. Chorlton, Cllr R. Collard, Cllr A. Goodridge and Cllr I. Stott.

20/21-87. To discuss and decide upon joining the litter picking network, organised by the St Ives Ecoaction Group

Cllr G. Barradell proposed that Hilton Parish Council will not join the Ecoaction group for litter picking, Cllr K. Dunk 2nd, all Cllrs in favour.

It was resolved that Hilton Parish Council will not join the Ecoaction group for litter picking.

20/21-88. Payments received

£15,300 – Second half of precept payment from Huntingdonshire District Council

20/21-89. Approve payments

Minute Ref	Payee	Description	Amount	Method	Legislation
20/21-89.1	JSC Services	Maintenance Contract - Sep	£660.00	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
20/21-89.2	Ecotricity	Electricity Supply - Sep	£10.18	DD	Local Government Act 1972 - s111 - Subsidiary powers
20/21-89.3	Nicola Webster	Salary - Sep	£645.67	S/O	Local Government Act 1972 - s112 - Power to appoint staff
20/21-89.4	Microsoft	Office Package - Sep	£11.28	BACS	Local Government Act 1972 - s111 - Subsidiary powers
20/21-89.5	Opus	Street Lighting Energy - Sep	£112.71	DD	Local Government Act 1972 - s111 - Subsidiary powers
20/21-89.6	Zoom	Pro Account - Sep	£14.39	Optimum DC	Local Government Act 1972 - s111 - Subsidiary powers
20/21-89.7	Optimum	Monthly Fee	£1.99	Optimum DC	Local Government Act 1972 - s111 - Subsidiary powers
20/21-89.8	Amazon	Playground bin	£89.99	Optimum DC	Litter Act 1983 - s5 - Litter bins
20/21-89.9	K&M Lighting Services Ltd	Street Lighting Maintenance	£169.60	BACS	Parish Councils Act 1957 – s3 – Power to light roads and public places
20/21-89.10	CAPALC	CiLCA Training	£400.00	BACS	Local Government Act 1972 - s111 - Subsidiary powers
20/21-89.11	Nicola Webster	CiLCA Hours - Sep	£59.60	BACS	Local Government Act 1972 - s112 - Power to appoint staff
20/21-89.12	Hilton Village Hall	Venue Hire - Jun 2019-Mar 2020	£238.00	BACS	Local Government Act 1972 - s111 - Subsidiary powers

20/21-90. 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.

Cllr P. Balicki mentioned the issue of dog fouling in the village and requested that a note be placed on the website and in spectrum.

Cllr S. Walker stated that the grass in the churchyard is unevenly mown and the grass around the benches on the green. She requested that the maintenance contractor do more strimming around the headstones and the benches as we are coming into winter.

Cllr G. Barradell stated that the next meeting of the Council will be held on Monday 2nd November.

There being no further business to transact the meeting was closed at 22:05.

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