



I hereby give notice that the **Ordinary Meeting of Hilton Parish Council will be held at 7.30pm on Monday 1<sup>st</sup> March 2021 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: 811 4999 5228

Passcode: 680006

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

24/02/2021

*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 2014.*

## AGENDA

20/21-179. 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.*

20/21-180. To approve the minutes of the Parish Council Meeting held on Monday 1<sup>st</sup> February, the minutes of the Planning Committee Meeting held on Tuesday 2<sup>nd</sup> February, and the minutes of the Staffing Committee Meeting held on Wednesday 17<sup>th</sup> February.

20/21-181. 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.

20/21-182. To receive and discuss the financial reports

20/21-183. Policy Group – to review and adopt the following policies:

20/21-183.1 Equal Opportunities Policy

20/21-183.2 General Risk Assessment

20/21-183.3 Grant Awarding Policy and Form

20/21-183.4 Reserves Policy

20/21-183.5 Action Plan 2020-21

20/21-184. To discuss and decide upon the changes to the Clerk's contract

20/21-185. To discuss and decide upon increasing the Clerk's hours

20/21-186. To discuss and decide upon a process for overtime

20/21-187. To receive the flooding report and discuss and decide upon any actions arising, including the publication of the report.

20/21-188. To receive a report from the Pavilion working group

20/21-189. To reconsider the installation of the bookcase in the bus shelter – this special motion was submitted in writing by Cllrs Balicki, Collard, Dunk, McCarthy & Stott

20/21-190. To agree the dates for the April and May meetings of the Council and the Annual Parish Meeting, with consideration to the fact that the Coronavirus legislation that allows remote meetings currently expires on 7<sup>th</sup> May 2021.

20/21-191. To discuss and decide upon the appointment of a playground inspection – cost £60-£222

20/21-192. To appoint an Internal auditor – cost £200

20/21-193. To discuss and decide whether to release a digital version of the Village Map

20/21-194. To receive the report from the LHI meeting regarding the 2020/21 bid for a 24hr 7.5t TRO on the B1040

20/21-195. To discuss and decide whether to send a Parish Plan questionnaire to all residents – cost £145 plus possible £19 per month

- 20/21-196. To discuss and decide upon action and response regarding the A141 consultation – deadline 15<sup>th</sup> March
- 20/21-197. To discuss and decide upon permission for the Rotary Club of St Ives to use images of Parish Council assets for their walking trail
- 20/21-198. To discuss and decide whether to renew membership of the Cambridgeshire and Peterborough Association of Local Councils (CAPALC) – cost £384.53
- 20/21-199. Payments received  
 E461.25 – VAT refund for 01/01/20-31/03/20  
 £3,314.28 – Refund from CCC regarding street lighting energy payments
- 20/21-200. Approve payments

Minute Ref	Payee	Description	Amount	Method	Legislation
20/21-200.1	JSC Services	Maintenance Contract - Feb	£660.00	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
20/21-200.2	Ecotricity	Electricity Supply - Feb	£11.77	DD	Local Government Act 1972 - s133 - Community buildings
20/21-200.3	Nicola Webster	Salary - Feb	£666.03	S/O	Local Government Act 1972 - s112 - Power to appoint staff
20/21-200.4	Microsoft	Office Package - Feb	£11.28	BACS	Local Government Act 1972 - s111 - Subsidiary powers
20/21-200.5	Opus	Street Lighting Energy - Feb	£166.23	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
20/21-200.6	Zoom	Pro Account - Feb	£14.39	Optimum DC	Local Government Act 1972 - s111 - Subsidiary powers
20/21-200.7	Optimum	Monthly Fee	£1.99	Optimum DC	Local Government Act 1972 - s111 - Subsidiary powers
20/21-200.8	Nicola Webster	Overtime - Feb	£195.97	BACS	Local Government Act 1972 - s112 - Power to appoint staff
20/21-200.9	Wendy Oldfield	Diffusion Tubes - 3/11/20-8/1/21	£45.60	BACS	Local Government Act 1972 - s111 - Subsidiary powers
20/21-200.10	Amazon	Litter Pickers	£14.10	Optimum DC	Litter Act 1983
20/21-200.11	CAPALC	Membership	£384.53	BACS	Local Government Act 1972 - s143 - Subscriptions
20/21-200.12	CAPALC	Councillor Training	£150.00	BACS	Local Government Act 1972 - s111 - Subsidiary powers

- 20/21-201. 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.