



Minutes of the Annual Parish Meeting on Tuesday 28th May 2019 at 19:30 in Hilton Village Hall

Present: Cllr G. Barradell (Chair), Cllr P. Balicki, Cllr L. Chorlton, Cllr K. Dunk, Cllr S. Partridge, Cllr I. Stott, Cllr S. Walker

In attendance: The Clerk (N. Webster), County Cllr I. Bates, Phil Wood (Town Trust) and 10 parishioners.

Meeting commenced 19:32

Welcome & Introduction

Cllr G. Barradell introduced himself and welcomed attendees to the Annual Parish Meeting

Apologies

Apologies were received from Cllr A. Goodridge and Cllr R. Collard

To Approve the Minutes of the Annual Parish Meeting held on 22nd May 2018

It was RESOLVED that these minutes were approved as a true record.

Annual Review of the Parish Council Business – Chairman’s Report

Report from the chair

The Council

The Parish Council “year” started in May 2018 with an election. We said thank you to Cllr Willie Wilson for his five years of service and welcomed Cllr Laura Chorlton on to the council. The remainder of the nine strong council was unchanged and Cllr Peter Balicki was elected as Chairman for the sixth year in that office. The elected members continue to be unchanged, and their contact details can be found on the back of the flier and on the Parish Council website.

Jo Perez continued to be Clerk to the council but in December 2018 she resigned from that post after five years in that position. We thanked her for her loyal service to the council and wished her well with her new venture. The process of finding a new clerk occupied the first part of the year and we were pleased to welcome the new clerk, Mrs Nicola Webster, to the council in March 2019. We hope that Nicola enjoys the challenges that this demanding and important role creates.

The council aims to meet on the first Monday of the month in the Village Hall. However,

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meetings are not held in January and August and the date for the May meeting is moved due to the bank holiday. Agendas are published and advertised in advance of the meeting and are intended to summarise the matters that will be addressed at the meeting. Agendas are put on all three village notice boards and the council’s website. There is always an open session at Parish Council meeting where parishioners are welcome to speak regarding agenda items. In addition to the monthly meetings (above) other public meetings may be held and will be similarly advertised by agendas. Planning meetings occur on an “ad-hoc” basis when Planning Applications are received. The council is a consultee in the planning process, along with neighbouring properties and meets to discuss each application. A recommendation is then submitted to HDC, the approving authority. Eleven such meetings were held last year. In addition to Planning meetings, Extra Ordinary meetings can be called to address time sensitive matters. Both these meetings are run in a similar manner to the normal monthly meetings. Minutes of meetings are available in draft form on the website soon after a meeting and then approved at the next Council meeting. There is also a summary published in Spectrum. At the most recent Annual Meeting of the Council, Cllr Graham Barradell was elected as Chairman and Cllr Kieron Dunk was elected as Vice-Chairman. Cllr G. Barradell thanked Cllr P. Balicki for the 6 years continuous service as Chair and also for the 2 months service acting as Clerk.

Projects

Many matters have been discussed during this year’s monthly meetings and the minutes are presented on the council’s website. In addition, a summarised report is presented in each regular edition of “Spectrum”. Following is a list of the major projects discussed during the year.

A major expenditure has been approved to refurbish the hard paths across the Green. The work is planned to start late-May and be completed by mid-June. The Parish Council is in communication with the selected contractor to minimise the disruption and parishioners are asked to take care in the vicinity of the works. Cllr G. Barradell advised that the works has started today.

Traffic through the village continues to be a concern. The aspects being discussed are speeding vehicles and lorries breaking the night-time ban. Recent sympathetic discussions with the Police have resulted in a call for more information to highlight the extent of the problem. Volunteers are currently amassing the requested information including night-time surveillance of lorries. The Council continues to be grateful to Mick George Ltd for their voluntary 20mph speed limit.

The playground in the Grove is due to be replaced later this year and the new design, covering the same area, can be viewed on the Council’s website. A substantial grant has been secured and this amounts to over £57,000. Additional monies have been received including donations from parishioners ensuring the financial security of the project. The council is very grateful for these donations and at a recent meeting resolved to send letters to all the contributors. Cllr G. Barradell also thanked the volunteers that have helped to clear the Grove. Cllr L. Chorlton advised that the hopeful start date will be the end of August and also thanked the



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volunteers for the gardening work in the Grove.

Following work on the new A14 the topic of a cycle route to Fenstanton or St Ives has been discussed. All bridges over the A14 feature a path For Non-Motorised Users (NMU) and the discussion includes how best to connect the villages and paths. A grant was secured to finance a feasibility study which is due to be published in the autumn. Cllr G. Barradell advised that an interim report had been received and the draft report was expected in June. He also advised that there would be an open meeting to discuss the draft report with the final report expected by August.

Planning permission for the pavilion has been received and the new layout for the existing building can be seen on the village website. Grants are currently being sought to cover the substantial cost of the refurbishment.

Cllr G. Barradell thanked the following:

Cllr P. Balicki and Jo Perez for their work as Chair and Clerk, respectively.

Rodney Makeham who used to cut the grass on the cricket pitch and sadly died last summer. He sent condolences to the family. John Carter has stepped into cutting the cricket pitch.

John Carter & Duncan McMichael for clearing the ditches and working directed hours maintaining the green open spaces.

Bernie Ashby for his work litter picking and putting the bags out for the dustman.

Volunteers for their work clearing the Grove.

Green Open Spaces working parties for their work cutting ivy and doing minor tree maintenance work – their work has saved the Parish Council £1k.

Dog walkers for picking up litter as they walk.

A parishioner who was ill last year and is using exercise as therapy and has been picking up litter off the verge between here and Fenstanton.

Thank you to everyone else too.



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Parish Council Financial Report

Nicola Webster presented the unaudited accounts in her role as Responsible Financial Officer.

Bank Reconciliation - Draft (Unaudited)

Hilton Parish Council

Financial year ending 31 March 2019

Prepared by Nicola Webster (Clerk)

24-Apr-19

Balance per bank statement as at 31 March 2019	£	£
Current Account		27,422
Savings Account		37,442
		64,864
Petty Cash		
Less: any unpresented cheques as at 31 March 2019		
200761 K&M Lighting	170	
Community		
200762 RoadWatch	50	
Valuation Office		
200763 Agency	960	
200764 Kieron Dunk	100	
		1,280
Add: any unbanked cash as at 31 March 2019		
Net Balances as at 31 March 2019 (Box 8)		63,584

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

Cash Book:

Opening Balance 1 April 2018 (Prior year Box 8)	46,812
Add: Receipts in the year	42,705
Less: payments in the year	25,933
Closing balance per cash book (receipts and payments book) as at 31 March 2019 (must equal net balances above - Box 8)	63,584



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Management Accounts - Draft (Unaudited)

	2018-2019			2017-2018		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
Income						
Precept	£28,090.00		£28,090.00	£27,570.00		£27,570.00
VAT	£1,029.00		£1,029.00	£876.64		£876.64
Fireworks	£1,817.88		£1,817.88	£1,410.36		£1,410.36
Feasibility Study		£9,500.00	£9,500.00			£0.00
CIL		£1,733.26	£1,733.26		£795.19	£795.19
Interest	£74.58		£74.58	£25.17		£25.17
Donations			£0.00			£0.00
Other	£196.15		£196.15	£530.27		£530.27
Total	£31,207.61	£11,233.26	£42,440.87	£30,412.44	£795.19	£31,207.63
Expenditure						
Salaries	£5,796.24		£5,796.24	£7,253.27		£7,253.27
Green Open Spaces	£9,375.00		£9,375.00	£13,641.00		£13,641.00
Handyman Services	£456.75		£456.75	£403.20		£403.20
Insurance	£1,245.51		£1,245.51	£1,221.09		£1,221.09
Subscriptions	£459.41		£459.41	£93.00		£93.00
Stationery & Office	£567.73		£567.73	£255.34		£255.34
Utilities	£1,084.28		£1,084.28	£304.05		£304.05
Training	£575.00		£575.00	£134.00		£134.00
Audit	£440.00		£440.00	£440.00		£440.00
Venue Costs	£411.00		£411.00	£449.00		£449.00
Fireworks	£1,749.15		£1,749.15	£1,991.03		£1,991.03
Lighting & Maintenance	£530.46		£530.46	£679.28		£679.28
Diffusion Tubes	£228.96		£228.96	£0.00		£0.00
Donations	£60.00		£60.00	£60.00		£60.00
Pavilion	£117.00		£117.00	£283.62		£283.62
Playground	£54.00		£54.00	£0.00		£0.00
Electoral	£1,237.96		£1,237.96	£0.00		£0.00
Legal	£0.00		£0.00	£0.00		£0.00
Website	£0.00		£0.00	£85.00		£85.00
Travellers	£0.00		£0.00	£605.88		£605.88
Total	£24,388.45	£0.00	£24,388.45	£27,898.76	£0.00	£27,898.76
Excess of income over expenditure	£6,819.16	£11,233.26	£18,052.42	£2,513.68	£795.19	£3,308.87
Total funds brought forward	£31,756.27	£15,055.05	£46,811.32	£29,242.59	£14,259.86	£43,502.45
Total funds carried forward	£38,575.43	£26,288.31	£64,863.74	£31,756.27	£15,055.05	£46,811.32

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Restricted Funds

Date	Description	Amount
24/04/2018	CIL	£1,733.26
21/11/2018	Feasibility Study (A14 Fund)	£9,500.00
18/04/2017	CIL	£795.19
25/10/2016	CIL	£1,759.86
29/07/2016	Easement	£7,500.00
29/12/2015	Fireworks	£5,000.00
Total		£26,288.31

Earmarked Reserves

Details	Comment	Amount
Feasibility Study	PC Contribution	£500.00
Playground CTP	Contributing Third Party Payment	£3,800.00
Contested Election		£1,000.00
s137 spend	830 electors at £8.12	£6,739.60
Bridge Replacement		£3,000.00
Paths Maintenance	PC Contribution	£300.00
Bench Maintenance		£1,250.00
Pavilion		£1,500.00
Street Lighting Replacement		£1,500.00

Total **£19,589.60**

General Reserves **£18,985.83**

Total Reserves **£64,863.74**

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Reports from Village Groups including Hilton Town Trust

County Councillor's Report – County Cllr Ian Bates

There are 61 Elected Members on Cambridgeshire County Council, and it meets 6 times/year. The AGM is always held in May and, the February meeting is when we set the Budget, this year this took us 6 hours, which was not bad considering the longest was 12 hours!

Policies and Service Committees:

General Purposes (15 Members). All Chairmen sit on this Committee and the Chairman is Leader of the Council. Matters which could be discussed at this are: Local Government Shared Services (LGSS), this is the largest shared service in the Country and consist of items such as Finance/Legal/Human Resources/Farm Estates. All papers are available via the Web.

Adult (10 Members); Children & Young People (10); Commercial & Investment (10); Communities & Partnerships (10); Economy & Environment (10 and I am Chairman of this); Health (10); Highways & Community Infrastructure (10);

All the above are politically balanced and meet once a month. All papers available on Web and open to the Public.

Other Committees:

Planning (8 Members); Audit & Accounts (7); Constitution & Ethics (8); Cambridge City Joint Area Committee (6); Cambridgeshire Health and Wellbeing (5); Corporate Patenting sub-Committee (5); Joint Development Control Committee – Cambridge Fringes (4); LGSS Joint Committee (3); Pension Fund (6); Pension Fund Committee Investment Sub-Committee (4); Pension Fund Board (2 Employer Reps); NB this Pension Fund monies are all an amalgamation of Employees/Organisations contributions. Staffing & Appeals Committee (8).

I personally serve on – General Purposes, Chair Economy & Environment, Commercial & Investments. I substitute for Highways & Community, Audit & Accounts, Constitution & Ethics, LGSS Joint Committee.

Please remember that 80% of CCC Budget goes on Care (Adults/Children/Learning Disabilities etc.) and this is a Statutory requirement.

Some of the Local initiatives over the last year:

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We have purchased 3 'dragon patchers' which I have had demonstrated to me, this will enable pot-holes to be dealt with much more effectively and efficiently. Each can do 150 per day and we are filling 450 per day.

I have been actively engaged with providing the new bus stop along the A1123 in Houghton & Wyton, which will enable the 'B' Guided Bus to stop (each way) so Residents are able to travel both to Peterborough in one direction and Cambridge in the other.

CCC has allocated £195k to Fenstanton PC for a cycle path between the village and the Busway, this is still being discussed with Residents but, the hope is that it will run down Fen Lane passed the back of the School, then on to the Busway.

Local Highway Initiatives (LHIs) were successful this year – one in Abbots, one in Hilton.

Above, I mentioned the E&E Committee which I Chair and has particular focus on – Development/Planning so, e.g., we advise Planning Depts in Districts on requirements for schools and transport, these are often accompanied by S106 (Legal requirements) where the developer pays for new school to be built.

As I am sure many of you will be aware, a lot of staff work out of Shire Hall in Cambridge, we are re-locating to Alconbury Weald.

The Council has been endeavouring to raise income which, of course, means that we can keep the Council Tax as low as possible we, therefore, have set up a Development Company called 'This Land' and we are the sole shareholders in this.

Report from Town Trust – Phil Wood - Clerk

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.

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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 2018

At the beginning of the year, the Town Charity held £15,910 in hand.

In 2018 income amounting to £5,000 was received from the Estate Charity & interest of £85.

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 2018 included:

	£
Allotments - upgrading the access road	1950
Fenstanton & Hilton Primary - Library refurbishment	1000
Support for a family with a capital project	950
Village WW1 commemoration event	350
Villager participating on a project supporting wounded servicemen	200
Christmas hamper distribution	250

The Town Charity had £16,295 in hand at 31/12/18 with an expected income for 2019 of £5,000.

The allotments on Potton Road have had a good deal of work. We need to thank Craig Sutherland & Mike Richards for laying a roadway surface making the site much more accessible for villagers to use. Extra special mention must go to Alan Rule & his team for their amazing job cutting back the hedging & clearing the site of brambles (& many rabbits!!). This is hugely appreciated by all & makes the allotment site so much more useable - Thank You. There are some spaces available if anyone would like to take on the enjoyment of working some land. Contact the Clerk for details.

Already in 2019, the Charity has awarded grants to the Speed Indicator Device project, the refurbishment of the village playground, repairs to the village hall & the forthcoming village pantomime. As always, the Trustees remain open to proposals from villagers for either



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individual needs or community projects. Contact can be made with the Clerk, any Trustee or via the contact number in Spectrum.

Report from Hilton Action on Traffic (HAT) - Ken Attwood – Chair

HAT was formed in 2008 since that time we are involved in various projects. HAT's recent LHI bid was for MVAS (mobile vehicle activated sign) and SID (speed indicator device) aimed at controlling the speed in the village. Thanks to Andy Bush for all his hard work doing the LHI bid with Ian, we were awarded £8k to purchase device and data logger. The data logger will be particularly useful. Speed continues to be a problem with 23.25% of vehicles exceeding ACPO (Association of Chief Police Officers) prosecution threshold. Overnight 40.23% of vehicles exceed this threshold with the fastest exceeding 70mph! RATS (Residents against Traffic Speeding) continue to do regular checks. RATS would like to thank the Parish Council for their recent donation. Hilton is one of the inaugural villages for HGV watch and there are 11 volunteers trained and already holding sessions. This is a police backed scheme where several drivers have been ticketed and fined for breaching the TRO (traffic regulation order). Violation of the overnight weight ban on the B1040 causes residents nightmares: they cannot sleep with their windows open; things are falling off the walls. HGV watch will continue to monitor to build the data that we need and will do a lorry survey next week. During this they will count every vehicle that goes through during the day with an HGV watch session at the same morning 5am – 11pm. The long-term aim is for a total ban on HGVs. HATS's goals continue to be to create a safer village for those that live here and make it a better place to live. Data and surveys can be found on the village community website or contact member of HAT.

Report from the Speedwatch Group

The group is set up and 4 people are trained, unfortunately people are currently unwell and so sessions cannot be run. The group is requesting more volunteers. Speedwatch was out in April. Police like the data from Speedwatch as it is a police initiative.

General Question Time

An elector asked about the current application to deregister common land at Oak Tree Farm and asked whether the parish council should be more interested? Cllr K. Dunk advised that if you deregister a large portion of common land you have to provide an equivalent area of land. The elector asked where the Parish Council will look to get more information regarding this and Cllr G. Barradell advised it would be Cambridgeshire County Council in the first instance. Cllr G. Barradell asked HAT if they had had a response to polls for locations for MVAS. HAT advised that they had, and they were waiting for a walk around with the engineer to check the suitability of the locations.

Cllr G. Barradell advised that Mrs Gillian Sheeail was present with her book if anyone would like to purchase one. She advised that she started doing research 3 years ago based on 1939 register which gives details of each house in the village and giving their occupations together

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with the 1940-42 national farm survey which showed who farmed which fields, animals and crops. Her husband told her to write it up as it is a book about Hilton for the people of Hilton. She has paid to have it printed and is not making a profit at £7 a copy. This will not cover all of her costs and further donations would be gratefully received. She advised that she has enjoyed doing it and she hopes you will enjoy reading it.

An elector advised that he was concerned that the Parish Council bank details are still on the website.

An elector asked for supporting documents for Parish Council agenda items to be available to parishioners before the meeting.

An elector asked that Parish Councillors speak up during the meetings as he likes to look at the video and it would be easier to hear.

County Cllr I. Bates advised that he had read Mrs Sheeail's book and was amazed how many people with the same name are still in the village.

County Cllr I. Bates advised that it is important for the village to understand what the parish council has plans for in the future. Other parish councils are saying what they plan to do next year or the year after and what they need to fund.

There being no further business to transact the meeting was closed at 20:33.

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

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