



Minutes of the Meeting of Hilton Parish Council on Monday 6th December 2021 at 19:30 in Hilton Village Hall

Present: Cllr P. Balicki (Chairman), Cllr G. Barradell, Cllr R. Collard, Cllr H. Chambers, Cllr E. McCarthy

In attendance: The Clerk (N. Webster) and 4 parishioners

Meeting commenced 19:30

21/22-142. To receive any apologies for absence and declarations of interest.

Apologies received from Cllr K. Dunk (holiday), Cllr I. Stott (prior engagement) and Cllr S. Suckling (holiday). Apologies also received from County Cllr Doug Dew.

Cllr S. Walker was absent

Cllr H. Chambers declared a non-pecuniary interest in item 21/22-146.7 as she is Chair of the Community Garden Committee

Meeting closed 19:31

There were no comments from the members of the public.

County Cllr Doug Dew provided a report to the Clerk with the following points:

- Phil Harty has now been appointed as the Local Highways Officer for our area.
- There is a flood document consultation being published shortly but Cllr Dew is not happy with the timescales in this document.
- The work on the budget is ongoing.

Meeting re-opened 19:32

21/22-143. To approve the minutes of the Parish Council Meeting held on Monday 1st November and the minutes of the Planning Committee Meeting held on Thursday 25th November

RESOLVED that the minutes of the Parish Council Meeting held on Monday 1st November are approved as a true record.

RESOLVED that the minutes of the Planning Committee Meeting held on Thursday 25th November are approved as a true record.



Initials

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21/22-144. 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.

Highways Matters

The Clerk has sent a list of issues to County Cllr Doug Dew, who has forwarded them to the relevant officers, including:

- Scotts Close - potholes
- Sparrow Way – two large elms, one with hollow trunk, one with bracket fungus
- Alleyway from Sparrow Way to Flackdale Road – ivy on corner obstructing path
- 10-14 Potton Road – road gulleys blocked leading to flooding
- Veteran Elm on Graveley Way – informed of issue and work agreed by PC
- Leylandii on Graveley Way – informed of issue and work agreed by PC
- Sycamore near Crossroads Pond – obstructing and damaging footpath
- Tithe Lane – query responsibility for maintenance and management
- Zebra Crossing – informed of incident and request markings repainted

Royal British Legion

A receipt has been received from the Royal British Legion with confirmation that £1515.45 was the total raised in Hilton.

Airspace Change Proposal relating to London Luton Airport

The UK Civil Aviation Authority (CAA) has approved an airspace change including changes relating to London Luton Airport's Standard Instrument Arrivals (STARs). The revised airspace will become effective on 24 February 2022.

Christmas Lights

The volunteers installed the Christmas lights on the Pavilion on 4th/5th December.

Zebra Crossing

There was an incident at the Zebra crossing on 9th November where a stationary motorbike was knocked onto the crossing by a car. Luckily, no-one was hurt. The Clerk has emailed County Cllr Doug Dew to ask for the crossing markings to be repainted.

21/22-145. To review and ratify the decisions made under the scheme of delegation

The Clerk submitted a response to the Combined Authority's Local Transport and Connectivity Plan consultation. Cllr Peter Balicki was consulted.

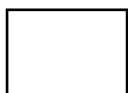
The cost of the trees for the Jubilee Copse has increased to £648.75. The Clerk and Cllr Peter Balicki authorised the additional expenditure of £48.75.

The Clerk has asked the volunteers to install the Christmas lights on the Pavilion, which were installed 4/5 December. Cllr Peter Balicki and Cllr Graham Barradell were consulted.

The Clerk included a message in the Spectrum article wishing all parishioners a Merry Christmas and a Happy New Year. Cllr Peter Balicki was consulted.

The Clerk and Cllr Peter Balicki drafted a leaflet asking all parishioners to comment on the consultation regarding the HGV ban on the B1040. This leaflet was printed at a cost of £40+VAT.

The Clerk has instructed solicitors to conduct the preliminary work to establish whether there is a case for a judicial review regarding the decision on the planning application for 16 houses on Church End, west of Wychwood (20/00164/OUT). The cost is up to £1,000+VAT.



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This amount exceeds the limit in the scheme of delegation, and this expenditure was authorised under financial regulation 4.5. The extreme risk is regarding the limited timescale for lodging a judicial review. Cllr Peter Balicki was consulted.

RESOLVED that these decisions are ratified.

[21/22-146. Green Open Spaces Working Group](#)

[21/22-146.1 To receive the report from the working group](#)

Posts have been placed around the wilderness to show where the Jubilee Copse will be planted

The Open Spaces Officer, together with the Clerk, has met with grounds maintenance companies and dredging contractor and with a parishioner regarding the placement and species of memorial tree agreed in the November meeting. The specific location was agreed in the far corner of the Wilderness and the species will be a Whitebeam.

[21/22-146.2 To discuss and decide upon actions with regards to the Maintenance Contract – cost approximately £8,000 - £26,595](#)

The Council discussed the quotes obtained and **RESOLVED** to defer the decision on this item to the next meeting.

[21/22-146.3 To discuss and decide upon actions with regards to the dredging of the ponds – cost £29,700 - £39,540](#)

The Council discussed the quotes and the grant application and **RESOLVED** to carry this item forward to the next agenda and if there is a decision required on the grant then the Council will convene an extraordinary meeting.

[21/22-146.4 To discuss and decide upon actions with regards to the path between Church Lane and the Church – cost £2,000-£6,980, recommendation - £2,050](#)

RESOLVED that the Parish Council instruct contractor G to resurface this path with tar and chip at a cost of £2,050+VAT.

[21/22-146.5 To discuss and decide upon purchasing a plaque for the Jubilee Copse – cost £20-£170 – recommendation - £37.50](#)

RESOLVED that the Parish Council purchase a European Oak plaque at a cost of £37.50 +VAT.

[21/22-146.6 To discuss and decide upon the proposal to recut the maze – cost £675](#)

RESOLVED that the Parish Council instruct JSC Services to recut the maze at a cost of £675.

[21/22-146.7 To discuss and decide upon the requests from the Community Garden committee to use funds donated by the Hilton Wildlife and Conservation Group to renovate the ditch alongside the Community Garden to improve the habitat for water voles and also plant some British bluebells and wild garlic in the Grove.](#)

Cllr Heather Chambers advised, in her capacity as Chair of the Community Garden Committee, that the ditch project is too large for their committee. This proposal was withdrawn. The Parish Council discussed the proposal to plant some British bluebells and wild garlic in the Grove and **RESOLVED** that the Parish Council grant permission to plant some British bluebells and wild garlic in the Grove. Cllr Heather Chambers advised that the Community Garden Committee has also approached the County Council with regards to planting bulbs on County Council land within the budget.



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[21/22-147.](#) To discuss and decide upon the Budget for the 2022-23 financial year

RESOLVED that the Council accept the budget for the 2022/23 financial year of £33,350

	Budget 22/23
Income	
Precept	£31,550.00
Fireworks	£1,800.00
Total	£33,350.00
Expenditure	
Payroll Cost	£11,512.00
Green Open Spaces	£3,000.00
Maintenance Contract	£10,000.00
Maintenance Materials	£250.00
Insurance	£750.00
Subscriptions	£550.00
Stationery & Office	£600.00
Utilities	£1,750.00
Training	£250.00
Audit	£400.00
Venue Costs	£450.00
Fireworks	£1,800.00
Lighting & Maintenance	£680.00
Donations	£60.00
Playground	£60.00
Website	£238.00
Travellers	£250.00
Goalposts	£50.00
Pavilion maintenance reserve contribution	£50.00
Bridge replacement reserve contribution	£250.00
Bench maintenance reserve contribution	£50.00
Paths maintenance reserve contribution	£100.00
Street lighting replacement contribution	£100.00
Playground maintenance reserve contribution	£100.00
Village hall car park maintenance contribution	£50.00
Total	£33,350.00

[21/22-148.](#) To discuss and decide upon the Precept for the 2022-23 financial year – recommendation £31,550

RESOLVED that the Council request a Precept of £31,550 for the financial year, representing an increase of £950 or 3.1%

[21/22-149.](#) To receive an update regarding the 2021/22 LHI bid for a 24hr HGV ban on the B1040

RESOLVED that the Parish Council will submit a statement to Steve Cox to state that Hilton Parish Council wholeheartedly supports its request for a 24hr ban on HGVs through the

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village as there is a much more suitable alternative route and that the village has been blighted by HGVs and that this statement will be published on the PC website.

[21/22-150. To discuss and decide upon removing the improvements to the surface of the Ford from the 2022/23 LHI bid](#)

RESOLVED that the Parish Council amends its LHI bid to 30mph across the Green only.

[21/22-151. To receive the correspondence regarding the recent RSPB Bird survey on the Green](#)

RESOLVED that the Parish Council receives this survey.

[21/22-152. To discuss and decide upon requesting insurance and risk assessments from the Hilton Feast Week and Hilton Summer Ball committees](#)

RESOLVED that the Parish Council request copies of the risk assessment and insurance from the Hilton Feast Week and Hilton Summer Ball Committees.

[21/22-153. To consider any response to the Huntingdonshire District Council Landscape and Townscape Supplementary Planning Document consultation](#)

RESOLVED that the Parish Council accept the recommendation from the Planning Committee and will submit the following response: As we are a small settlement not earmarked for development Hilton Parish Council has no comment

[21/22-154. To receive the correspondence from Community RoadWatch](#)

RESOLVED that the Parish Council receive the correspondence from Community RoadWatch.

[21/22-155. To discuss and decide upon attendance at the CCC Local Councils Conference on Friday 14th January 2022](#)

RESOLVED that if any Councillors would like to attend then they will inform the Clerk.

[21/22-156. To discuss and decide upon attendance at the Police and Crime Commissioners Virtual Roundtable on Monday 7th February 2022](#)

RESOLVED that if any Councillors would like to attend then they will inform the Clerk.

[21-22-157. To discuss and decide upon a response to the Greater Cambridge Partnership 'Making Connections: have your say on greener travel in Greater Cambridgeshire' consultation](#)

RESOLVED that the Parish Council publish this consultation on the PC website and Facebook page.

RESOLVED that Hilton Parish Council do not reply to this consultation.

[21/22-158. Pavilion Working Group](#)

[21/22-158.1. To discuss and decide whether to apply to extend the planning permission](#)

RESOLVED that item 21/22-158 is deferred to the February meeting.

[21/22-158.2. To agree the proposed specifications 1&2 with their associated drawings](#)

[21/22-158.3. To grant permission for the Clerk to obtain quotes for the specifications above](#)

[21/22-158.4. To grant permission for the Clerk to apply for grants based on these quotes](#)

[21/22-159. To discuss and decide upon any actions regarding the outline planning application for 16 houses on Church End, west of Wychwood \(20/00164/OUT\)](#)

RESOLVED that the Council ratify the expenditure of up to £1,000 to instruct solicitors to establish whether there is a case for a judicial review and will convene an extraordinary meeting to discuss the response once it is received.



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[21/22-160. To receive the financial reports](#)

RESOLVED that the Council accept the financial reports.

[21/22-161. Payments received:](#)

£2319.68 – Bonfire Night Gate Takings

£14.70 – Hilton Feast Week electricity contributions

[21/22-162. Approve payments](#)

Minute Ref	Payee	Description	Amount	Method	Legislation
21/22-162.1	JSC Services	Maintenance Contract – Nov	£660.00	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
21/22-162.2	Ecotricity	Electricity Supply – Nov	£12.85	DD	General Power of Competence
21/22-162.3	Nicola Webster	Payroll – Nov	£899.27	S/O	General Power of Competence
21/22-162.4	Opus	Street Lighting Energy - Nov	£134.49	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
21/22-162.5	Microsoft	Office Package – Nov	£11.28	BACS	General Power of Competence
21/22-162.6	JSC Services	Bollard & Postcrete	£27.24	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces
21/22-162.7	Wendy Oldfield	Diffusion Tubes - 21/8 - 16/10/21	£45.60	BACS	General Power of Competence
21/22-162.8	Post Office	Postage	£0.85	Equals Card	General Power of Competence
21/22-162.9	XL Press	HGV Leaflet printing	£40.00	BACS	General Power of Competence
21/22-162.10	Richard Buxton	Solicitors	£500.00	BACS	General Power of Competence

RESOLVED that these payments were approved

[21/22-163. To discuss and decide whether to write to the Planning Inspectorate with regards to the A428 Development Consent Order to request that construction traffic is banned from Hilton](#)

Cllr Peter Balicki reported on the recent Issue Specific Hearing that he has attended regarding construction traffic. The Council **RESOLVED** to write to the Planning Inspectorate to reiterate the points made in the meeting with regards to construction traffic being routed away from Hilton.

[21/22-164. 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 R. Collard asked that advice regarding suitable clothing and visibility is issued when equipment is loaned to parishioners

Cllr G. Barradell commented that two areas of leaflets have been delivered and reiterated that there are still four areas to be delivered.

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Cllr H. Chambers advised that the bollards have been replaced on Graveley Way, but the style of bollards has been changed from large, lit bollards to small thin bollards with a small reflector.

Cllr P. Balicki advised that the village sign will be installed next weekend.

Cllr P. Balicki thanked the volunteers who installed the Christmas lights.

Cllr P. Balicki reported that County Cllr Doug Dew has advised that there is some traction regarding the 20s Plenty movement and there should be some news in the new year.

Cllr P. Balicki advised that there is a Combined Authority budget consultation with a short deadline so he will ask the Clerk to reply under delegated decisions.

Cllr P. Balicki advised that he will ask the Clerk to write to thank the Fireworks Committee.

Cllr P. Balicki asked that the traffic bollards on Graveley Way are on the agenda for the next meeting.

Cllr P. Balicki reported that a previous treasurer of Feast Week has advised that there is a contingency fund for Feast Week of £10k to safeguard Committee liability, if FW cease without using this money, then this will be split between the Parish Council and the Town Trust.

The next full Council meeting will be on Monday 7th February 2022.

There being no further business to transact the meeting was closed at 21:00.

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

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