



Minutes of the Meeting of Hilton Parish Council on Monday 5th December 2022 at 19:30 in Hilton Village Hall

Present: Cllr P. Balicki (Chairman), Cllr J. Capes, Cllr R. Dulstone, Cllr K. Dunk, Cllr H. Chambers, Cllr N. Sage, Cllr C. Sarkies (arrived 19:31), Cllr S. Suckling

In attendance: The Clerk (N. Webster), County Cllr D. Dew, District Cllr C. Tevlin and 6 parishioners

Meeting commenced 19:30

[22/23-187. To receive any apologies for absence](#)

Apologies received from Cllr E. McCarthy (work)

19:31 Cllr C. Sarkies arrived

[22/23-188. To receive Councillors' declarations regarding disclosable pecuniary and/or other registrable interests along with the nature of those interests in relation to any agenda item](#)

Declarations of a pecuniary interest were received from Cllr K. Dunk and Cllr S. Suckling with regards to item 22/23-210 as they are directors of the development company.

[22/23-189. To note any dispensation requests made to the Clerk in accordance with the Disclosable Pecuniary Interest Dispensation Procedure, and declare the nature of dispensations granted](#)

There were no dispensation requests received.

19:32 Meeting closed to receive comments from parishioners and reports from County and District Councillors

MoP1 commented that regarding item 22/23-202 (recent accident on Graveley Way) to state that he is a frequent user of Graveley Way and that the chicane was effective in slowing vehicles as they enter Graveley Way. The pathway is narrow particularly between Kidmans Close and the Drift, especially when vehicles are passing. There is a lack of pathway between Tithe lane and the Drift. There is a blind spot in a vehicle approaching the crossroads for a three-months period in winter due to the angle of the sun. Oakington have a 20-mph limit near their priority narrowing. The road marking should be repainted, and the chicane should be more visible. He stated that he would like to see a recommendation for a 20mph speed limit on Graveley Way which would be safer for pedestrians, including children. He also commended the council for the recent improvements to the watercourse bridges.

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MoP2 stated that on the bridge near the village hall, the far end has been filled in with gravel, which is not safe and represents a trip hazard, particularly for the elderly.

MoP3 commented regarding item 22/23-193 that he has serious concerns regarding the dredging of the ponds and disposing of the sediment on the Wilderness.

MoP4 stated that he has previously requested that the traffic working group was part of the discussion for item 22/23-195 (LHI bid). He asked who has more knowledge about HGVs coming through the village than HAT (Hilton Action on Traffic). HAT currently receives 20-30 reports per day and is following up on these with the hauliers. They had hoped to be part of the discussion and were surprised that it was not taken into account. He asked whether the signs were proposed on the southern part of the road, where are they proposed to be sited, what signs have been proposed and how the cost of the signs was calculated.

District Cllr Clare Tevlin began by highlighting the importance of the Greater Cambridge Partnership (GCP) sustainable travel consultation and advising that this is important that both the Parish Council and residents' respond regarding this. Huntingdonshire District Council (HDC) know that there is an important need to improve public transport in Huntingdonshire and know that there are residents' concerns. The deadline for response is 23rd December. She advised that there is an open consultation regarding public services for HDC and encouraged residents to get involved. She stated that the Boundary Commission consultation deadline has been extended to 26th December. She informed the Council that Cllr Derek Giles, who was a sitting Councillor, has passed away so there will be a by-election for St Neots. She also advised that 22 affordable houses were being built in Huntingdonshire. She reminded the Council that the Community Chest grant from the District Council was available for warm hubs.

County Cllr Doug Dew advised that he has been working with District Cllr Clare Tevlin together with the Cambridgeshire and Peterborough Combined Authority, which has taken over some strategic duties. He also reminded the Council about the GCP Sustainable Travel Consultation. He is aware that there is a campaign to stop the congestion charges but advised that this is not the only thing included in the consultation and encouraged people to contribute. Doug advised that the Combined Authority has been working in tandem with the County Council to provide bus services across Cambridgeshire, but the funding available next year does not even cover what has been done this year, so the Mayor has to bid for central government funding. The upcoming meetings for Cambridgeshire County Council will cover the budgets for next year. There is a suggestion from the Combined Authority that the Mayor will charge a local precept to fund the transport issues. The County Council are looking at their budgets and highways is the main issue. There is still not a permanent highways officer for this area and Doug is following this up. He advised that he is keen that active travel is encouraged as much as possible. Doug has been following up on the Hilton to Fenstanton Non-Motorised Users route, for which there is no current funding, though there may be funding in the pipeline.

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Doug advised that the upcoming Local Highways Improvement (LHI) Initiative means that each parish council can put in a bid. In recent years, this has been bogged down by 20mph applications. CCC now has a separate process and funding pot for 20mph limits so, rather than encourage each parish to put a bid in, CCC will put a combined bid in to the Combined Authority for group funding. The current rule that states that 20mph speed limits can only be installed on roads where the mean speed is 24mph or less will also be abolished. Doug advised that he would support any applications for road marking, etc. He stated that the LHI process can also be used by community groups as well as Parish Councils.

19:50 meeting reopened

[22/23-190. To approve the minutes of the Parish Council Meeting held on Monday 7th November and the minutes of the Planning Committee Meeting held on Monday 7th November](#)

RESOLVED that the minutes of the Parish Council Meeting held on Monday 7th November are approved as a true record.

RESOLVED that the minutes of the Planning Committee Meeting held on Monday 7th November are approved as a true record.

[22/23-191. 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.](#)

[Culvert near to Green End House](#)

A resident has advised that the wall of this culvert is damaged. The Clerk will speak with Cambridgeshire County Council to check who is responsible for this culvert and obtain quotes for a future meeting if necessary.

[Methodist Church](#)

Notification has been received that the hourly rate for the hire of the Methodist Church will increase to £9 per hour effective from 1st January 2023.

[GDPR Training and Policy](#)

The Clerk recently attended a webinar entitled GDPR: Principles and Policies, Protecting Practices and will be drafting a new GDPR Policy to present to a future meeting.

[Bench near to the Wilderness Bridge](#)

The Clerk is arranging a meeting with the representative from the Hilton Wildlife and Conservation Group to select the design for this bench.

[Dredging](#)

The dredging work began on Monday 28th November and the material is being heaped on the Wilderness. The Clerk has asked the contractor to stick to the track as much as possible and limit the damage by driving in his own tracks. The Clerk has spoken with two agricultural contractors who are able to spread the material across the Wilderness, both of whom have stated that they will quote once the dredging is complete, and they can see the final volume and quality of material. A complaint has been received from one parishioner who queried why the material had been deposited on the Wilderness and the Clerk has responded.

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External Auditor Appointment

PKF Littlejohn LLP has been appointed as the external auditor for the next 5 years by the Smaller Authorities Audit Appointments. The cost of the external audit will increase from £200+VAT to £210+VAT.

Daffodils

The Clerk has purchased a 25kg bag of daffodils.

Archive

The minute books from 1983-2020 and the account books from 1939-2007 have been deposited at the County Archive, together with the pages from the condolence book for Her Late Majesty, Queen Elizabeth II.

CIL report

The CIL report for 2021/22 has been completed, submitted to HDC and published on the website.

Street Lighting

PC6 in Westbrook has been reported to the lighting maintenance contractor as it was not working and PC19 on Grove End has been reported for a faulty sensor as it was not turning off during the day.

Metal Detectorists

The Police are following up on the report regarding the damage caused to the Green.

B1040 Surface Dressing

Notification has been received that the B1040 either side of the village (not through the village) will be surface dressed in February 2023.

Woodland Trust Tree Pack

The Council's bid for a year-round colour tree pack of 105 trees was successful and the trees are due to be delivered in March.

[22/23-192. To review and ratify the decisions made under the scheme of delegation](#)

Response sent to the Greater Cambridge Partnership Making Connections Consultation. Cllr Peter Balicki and Cllr Rob Dulstone were consulted.

Additional 9m string on Christmas lights purchased for the Pavilion to replace a non-working set at a cost of £23.32+VAT. Cllr Peter Balicki was consulted.

Response sent in support of the planning application 22/02336/TREE for the Parish Council tree work. Cllr Peter Balicki was informed.

RESOLVED that these decisions are ratified.

[22/23-193. Green Open Spaces](#)

The emergency tree work has been carried out to the Oaks in the Wilderness. Two lengths were left to be moved to block the secondary Wilderness access. Unfortunately, a parishioner chopped one up for firewood. The Clerk has attached a sign to the remaining log to advise that it is not firewood.

The WI Jubilee tree has been planted in the Wilderness.

Cllrs discussed the dredging and made the following comments:

- Parishioners have requested the dredging to alleviate the risk of future flooding.
- A grant was made by CCC for the dredging, which would otherwise have had to have been paid by the precept, and as part of the grant process the ponds were surveyed

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by the CCC Flood Resilience Officer. The Officer also recommended the installation of a silt trap which will collect silt and prevent it from entering the watercourse.

- HPC were advised that the cost of disposal of the dredged material was £400k, which was not covered by the grant and would have resulted in an additional precept of £1,000 per household.
- The silt will be spread on the Wilderness which will be temporarily unpleasant but have no lasting effects. A local expert has been consulted who has advised that the material will not be toxic if it is spread across the Wilderness.
- Parishioners are concerned about the effect on the wildlife in the sensitive are of the Wilderness, and some have been abusive to Council members.
- The instruction given to the contractors to limit the damage on the Wilderness was not specific enough, and in future contractors should be instructed beforehand to use matting or lower impact equipment to reduce damage.
- Sifting the debris out of the dredged material is difficult and a volunteer group could be assembled to carry out this work. The volume of dredged material appears lower than was estimated.
- The dredging will continue and is planned to be completed before Christmas.

[22/23-194. To consider the consultation regarding the 2022/23 Local Highways Improvement \(LHI\) bid for a 30mph speed limit across the Green and decide upon any actions](#)

RESOLVED that the Parish Council will respond in support of this application.

RESOLVED that the Council will ask the parishioners to respond to this consultation.

[22/23-195. To discuss and decide upon the 2023/24 LHI Bid](#)

RESOLVED that the Parish Council LHI Bid will be for an HGV sign at a cost of £2200.

[22/23-196. To consider the responses to the Health Project survey and decide upon the project bid](#)

RESOLVED that the Council appoints a working group of Heather, Kieron, Ett, Rob, Claire & Sarah to decide upon an application for non-permanent equipment or classes and delegate the decision to the Clerk, who will apply for the grant.

[22/23-197. To agree to purchase a folding Table Tennis Table plus bats and balls using the grant from The National Lottery Community Fund](#)

RESOLVED to spend up to £1367 on a table tennis table and bats and balls, being the amount of the grant received for this specific purpose.

[22/23-198. To consider the Asset register review and decide upon surveys for the Lych gate, bus shelter and pavilion – cost £250](#)

RESOLVED to instruct the chartered surveyor to report on the Lych Gate, bus shelter and pavilion.

[22/23-199. To consider and decide upon the request that the gravel on the Village Hall car park is restored to remove the heap of gravel in the main entrance – cost £580.](#)

RESOLVED that the PC will lead the works to the gravel in the car park.

[22/23-200. To consider whether to respond to the Cambridgeshire and Peterborough Combined Authority Alternative Fuels Strategy Consultation and decide upon any actions.](#)

RESOLVED that the response is delegated to the Clerk in consultation with Cllr J. Capes and Cllr R. Dulstone.

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RESOLVED that this consultation is advertised on the Parish Council website and Facebook page.

[22/23-201. To receive an update from the A14 review meeting and decide upon any actions](#)

Cllr P. Balicki provided a verbal report regarding his recent A14 review meeting.

[22/23-202. To consider the recent accident on Graveley Way and decide upon any actions](#)

RESOLVED that the Council supports the replacement of the bollards with the new design.

RESOLVED that the Clerk will contact the County Council and ask them to repaint the road markings along Graveley Way.

[22/23-203. To review the financial reports](#)

RESOLVED that the financial reports are accepted.

[22/23-204. To note payments received: Bonfire Night takings - £2241.60 - Cash and £391.00 – Card](#)

[22/23-205. To approve payment schedule detailed below:](#)

Minute Ref	Payee	Description	Amount	Method	Legislation
22/23-205.1	JSC Services	Maintenance Contract - Nov	£525.00	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
22/23-205.2	TP Garden Services	Maintenance Contract - Nov	£208.34	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
22/23-205.3	Ecotricity	Electricity Supply - Nov	£46.86	DD	General Power of Competence
22/23-205.4	Payroll	Payroll - Dec	£1,022.05	S/O	General Power of Competence
22/23-205.5	Opus	Street Lighting Energy - Nov	£160.66	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
22/23-205.6	Microsoft	Office Package - Nov	£11.28	BACS	General Power of Competence
22/23-205.7	Gee Tee Bulb Company	Daffodil bulbs	£27.60	Equals Card	General Power of Competence
22/23-205.8	Amazon	Christmas Lights	£27.99	Equals Card	General Power of Competence
22/23-205.9	Sum Up Charges	Card machine charges	£6.60	DD	General Power of Competence
22/23-205.10	Cambridge Trees Ltd	Urgent tree work to Wilderness oaks	£750.00	BACS	General Power of Competence
22/23-205.11	XL Circondaire Ltd	Health project questionnaire	£220.80	BACS	General Power of Competence

RESOLVED that these payments are approved.

The following payments are to preauthorise the relevant grant expenditure and will not exceed the value of the grant

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22/23-205.12	Hugh Pearl (Land Drainage) Ltd	Dredging	£37,800.00	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces
22/23-205.13	Cornilleau	Table Tennis Table	£1,149.00	Equals Card	General Power of Competence
22/23-205.14	Cornilleau	Table Tennis Table Assembly	£99.00	Equals Card	General Power of Competence
22/23-205.15	Cornilleau	Table Tennis Table Cover	£45.00	Equals Card	General Power of Competence
22/23-205.16	Amazon	Table Tennis bats	£66.00	Equals Card	General Power of Competence
22/23-205.17	Amazon	Table Tennis balls	£8.00	Equals Card	General Power of Competence

RESOLVED that these payments are preauthorised up to the value of the grants.

[22/23-206. 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 Claire Sarkies advised that several parishioners are interested in the litter picking which will be launched in Spring in conjunction with the Keep Britain Tidy Great British Spring Clean.

RESOLVED In terms of Schedule 12a of the Local Government Act 1972, the following items will be likely to disclose exempt information relating to legal matters and it is, therefore, **RESOLVED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded

20:55 The members of the public left the meeting.

[22/23-207. To receive an update regarding the easement request for Redwoods and decide upon any actions](#)

RESOLVED that the Council authorises that the final deed be executed as it is only a replacement of an existing right.

[22/23-208. To receive an update regarding the easement request for Monach Farm and decide upon any actions](#)

RESOLVED that the Council authorises the Clerk to verify the legality of the amendment to the wording and also consult with the common rights owners and bring back to the February meeting.

[22/23-209. To consider the utilities easement for Park Farm and decide upon any actions](#)

RESOLVED that there is no further action required in respect of Park Farm.

[22/23-210. To receive an update regarding the easement request for Manor Farm and decide upon any actions](#)

21:33 Cllr K. Dunk and Cllr S. Suckling left the meeting.



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RESOLVED that the Clerk writes to the developers to obtain their response to the valuation report and offer a meeting with Cllr H. Chambers and Cllr J. Capes plus the Clerk to meet with the developers to discuss the valuation report and propose the next steps.

The next full Council meeting will be on Monday 6th February 2022.

There being no further business to transact the meeting was closed at 22:04.

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

DRAFT

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