



PARISH
COUNCIL

I hereby give notice that the Meeting of Hilton Parish Council will be held at 7.30pm on Monday 8th April 2024 in Hilton Methodist Church

The Public and Press are cordially invited to be present.

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
04/04/2024

Please note that any individual can record, film or live stream open meetings of public bodies in accordance with The Openness of Local Government Bodies Regulations 2014.

AGENDA

- 23/24-236. To receive any apologies for absence.
- 23/24-237. 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
- 23/24-238. 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

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 Chairman.

- 23/24-239. To approve the minutes of the Parish Council Meeting held on Monday 4th March
- 23/24-240. 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.
- 23/24-241. To review and ratify the decisions made under the scheme of delegation
- 23/24-242. To receive the green open spaces report
- 23/24-243. To receive an update from the working group and decide upon actions regarding the Beacon Lighting event on Thursday 6th June to commemorate D-Day
- 23/24-244. To receive an update for the litter picking event on Sunday 14th April and decide upon actions
- 23/24-245. To discuss and decide upon the purchases for the Maintenance Person – cost £189.79+VAT
- 23/24-246. To discuss and decide upon actions regarding the electrical installation condition report for Hilton Cricket Pavilion – cost £230-240+VAT
- 23/24-247. To discuss and decide upon permission for the Commonwealth Graves Commission to install a war graves plaque on the Lych Gate
- 23/24-248. To discuss and decide upon renewing the membership of the Cambridgeshire And Peterborough Association of Local Councils (CAPALC) – cost £425.31
- 23/24-249. To note and approve the changes to standing orders and financial regulations to reflect Procurement Policy Note 01/23

- 23/24-250. To discuss and decide upon the quote for the installation of additional drainage holes in the retaining wall of the Ware - cost £980+VAT
- 23/24-251. To note the issue with the bowl on PC17, which does not fit, and is held on with a cable tie but is obsolete and cannot be replaced, and discuss and decide upon a replacement lantern – cost £230+VAT
- 23/24-252. To discuss and decide upon the additional county broadband wayleave agreement for the telegraph pole which has been installed on the Green
- 23/24-253. To discuss the responses to the correspondence regarding the parking and layby on Potton Road and decide upon any actions
- 23/24-254. Review the financial reports
- 23/24-255. Payments received: £2,030.76 County Broadband easement payment
£449.29 Interest
- 23/24-256. Approve payments

Minute Ref	Payee	Description	Amount	Method	Legislation
23/24-256.1	JSC Services	Maintenance Contract - Mar	£525.00	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
23/24-256.2	TP Garden Services	Maintenance Contract - Mar	£245.83	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
23/24-256.3	Payroll	Payroll - Apr	£1,283.65	S/O	General Power of Competence
23/24-256.4	Yu Energy	Street Lighting Energy - Mar	£264.45	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
23/24-256.5	Microsoft	Office Package - Mar	£12.36	BACS	General Power of Competence
23/24-256.6	Land Registry	Change of address fee	£40.00	Cheque	General Power of Competence
23/24-256.7	Unity Trust	Account fee	£18.00	DD	General Power of Competence
23/24-256.8	Post Office	Postage	£3.30	Equals	General Power of Competence
23/24-256.9	Safety Sign 4 Less	Pavilion Signs	£54.82	Equals	General Power of Competence
23/24-256.10	Safelincs	Fire extinguisher and alarms	£110.53	Equals	General Power of Competence
23/24-256.11	BrightPay	Payroll software	£94.80	Equals	General Power of Competence
23/24-256.12	K&M Lighting Maintenance	Street Lighting Maintenance	£110.53	BACS	Parish Councils Act 1957 – s3 – Power to light roads and public places
23/24-256.13	Hilton Village Hall	Venue for Cookery	£20.00	BACS	General Power of Competence
23/24-256.14	JSC Services	Cleaning of covered ford	£60.00	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces
23/24-256.15	Cambridgeshire County Council	LHI contribution - 30mph (The Green)	£244.64	BACS	Highways Act 1980 s274A - contributions by parish councils

- 23/24-257. 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.

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

23/24-258. To decide whether to grant permission for the Clerk to undertake additional roles