



Minutes of the Meeting of Hilton Parish Council on Monday 2nd March 2026 at 19:30 in Hilton Village Hall

Present: Cllr P. Balicki (Chairman), Cllr J. Capes, Cllr R. Dulstone, Cllr E. McCarthy, Cllr R. Norton, Cllr C. Sarkies, Cllr M. Stott, Cllr C. Wood.
In attendance: The Deputy Clerk (N. di Castiglione), C. Cllr D. Keane,
D. Cllr Clare Tevlin, and two members of the public.

Meeting commenced 19:33.

25/26-212. To receive any apologies for absence.

Cllr S. Suckling.

25/26-213. 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

There were no declarations of interest.

25/26-214. 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 dispensations requested.

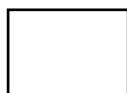
Meeting adjourned at 19:34 to receive comments and observations from members of the public and to receive reports from the County and District Councillors.

MoP1 stated she wanted to speak to the matter of a Pink Bin for Hilton discussed at the last meeting. The Chairman explained this could not be addressed as it was not an agenda item on this occasion.

MoP2 stated he wanted to speak to agenda item 227.1: to enquire if the Maintenance Contract arrangements were still required after the end of March. The Chairman explained the mind of the Council is to continue the arrangements and (based on decisions in October/November 2025) committed the Council to getting this confirmed, including details of the payment uplift budgeted for from April, as a matter of urgency.

C. Cllr Keane had sent a written report (shared with Parish Cllrs). He highlighted his work during February in respect of highways matters. He explained CCC has a dedicated emergency potholes contact forum and urged that every pothole issue be logged.

D. Cllr Tevlin had been contacted by a Hilton parishioner about provision of a Pink Bin for Hilton. The Chairman invited MoP1 to contribute on the matter and counselled that the



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request should be channelled to the Deputy Clerk from the Methodist Church which is willing to provide space for a Pink Bin. The request would be acknowledged (with copies to DCllr Tevlin and MoP1) and could go on the agenda for the Parish Council meeting scheduled for 13th April 2026.

DCllr Tevlin said HDC had now set its budget for 2026/7, would not be penalising households that do not properly comply with the new food waste arrangements being introduced at the end of March, the Local Government Reorganisation consultation is currently live and the Local Plan is still in progress despite the distractions due to the LGR process.

Meeting reconvened at 19:50.

[25/26-215](#) [To approve the minutes of the Parish Council Meeting held on Monday 2nd February 2026,](#)

It was **RESOLVED** that the minutes of the Parish Council Meeting held on Monday 2nd February 2026 are approved as a true record.

[25/26-216.](#) [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.](#)

An invitation to the developers of **land west of 'Wychwood'** to attend a meeting with Councillors still pending.

The nomination of Cllr Balicki and Ms Bartlet to attend a **Royal Garden Party** was successful. CAPALC has confirmed it will provide an **internal auditor** for the 2025/26 audit.

On behalf of parishioners the Deputy Clerk contacted CCC and secured agreement for the bridge adjacent to the Lychgate to be decorated with **knitted poppies** around Remembrance Sunday.

The contractor contacted about the **demolition of the shed** as part of the Key Gardens project on Maze Road has been asked to update the quotation.

Confirmation received from HDC that the **first half of the 2026/27 Precept** will be paid on 30th April 2026.

[25/26-217.](#) [To review and ratify the decisions made under the scheme of delegation £48.00 - Payment to the Online Land Registry for provision of a title deed. The Chairman was consulted.](#)

It was **RESOLVED** that this decision was ratified.

Member of the Public 1 left the meeting.

[25/26-218.](#) [Green Open Spaces](#)

[25/26-218.1](#) [To receive the verbal report and decide any actions](#)

A verbal report included a request from Monach Farm for two small trees to be pruned on the south side of Wragg's Row. This will be discussed with the Open Spaces Officer.

[25/26-218.2](#) [To consider the report of the Open Spaces Officer dated 28th January 2026 in respect of pruning options for The Major Oak and decide any actions.](#)

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It was **RESOLVED** the Deputy Clerk refer this back to the OSO to see if the proposed work can accommodate some reduction in the current fencing round the Major Oak and how the proposals satisfy the views of the HDC Tree Officer and the specialist tree surgeon's advice engaged in summer 2025.

[25/26-218.3 To receive a verbal report from the Chairman and Deputy Clerk on a meeting held with a representative of Lattenbury Services concerning access/egress needs across The Green and – taking account of the Green Open Spaces Working Group to be held on 5th March 2026 – agree any actions.](#)

The content of draft communication and supporting photographs intended to conclude the matter were noted with the ambition of resolving the matter at the April meeting following input from an Open Spaces Working Group at which the views of Common Rights holders will be shared.

[25/26-218.4 A report on future plans/aspirations for the Village Garden following an informal meeting facilitated by Cllr Sarkies and agree any actions.](#)

Having acknowledged this area is commonly known as the Millenium Garden, the village sign needs repainting and regular maintenance required to the garden, it was **RESOLVED** the volunteers working with Cllr Sarkies can start to remove dead items and the Council is ready to receive a written report covering more specific proposals and costings associated with improving this asset.

[25/26-218.5 To note, with thanks, the initiative taken by Monach Farm to remove a fallen tree from the ditch on the side of the Wilderness, consider their offer to chop, log and dispose of the wood and agree any actions.](#)

Having recorded thanks for the action taken, it was **RESOLVED** to accept the offer of Monach Farm to dispose of the remaining wood from the fallen tree.

[25/26-218.6 To consider the request made by The Feast Week Committee for permission to use the Parish Council games during Feast Week 2026 on Tuesday 21st July for an evening of games on the green and agree any actions.](#)

It was **RESOLVED** to agree to this request for the use of the games owned by the Parish Council and kept in the Pavilion, for an evening of games on The Green during Feast Week 2026 and the Deputy Clerk to confirm this to the Feast Week Committee.

[25/26-218.7 To consider the request by The Feast Week Committee for permission to hold Feast Week 2027 from Sunday 25th July to Saturday 31st July 2027 to include the erection of a marquee for approximately 2 weeks from the beginning of the preceding week.](#)

It was **RESOLVED** the Parish Council agrees to these proposals and the Deputy Clerk to confirm the same to The Feast Week Committee.

DCllr Tevlin left the meeting.

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25/26-219 Flood Action Work Group

25/26-219.1 To receive feedback from a regional Flood Action webinar and decide any actions.

Cllr Norton and another member of Hilton FLAWG had attended and participated. It was **RESOLVED** it was now appropriate to organise an inaugural meeting of Hilton FLAWG and learning points to be fed into the initial discussions, to include creating a core of volunteers and an agreed plan for as and when the need arises.

25/26-219.2 To confirm we proceed forthwith with the quotation submitted in March 2024 by Lattenbury Services (having confirmed the quotation still stands) for drilling of 4 holes up to 100mm diameter into the concrete wall for £980.00 +VAT) agreed in May 2024 confirmed subsequently to the client by the Clerk and agree any actions.

It was **RESOLVED** to proceed with this work and for the Deputy Clerk to instruct the contractor.

25/26-220 To receive a verbal report from the Fireworks Working Group regarding plans for the 2026 Fireworks and Bonfire event and decide any actions.

It was noted the Working Group intends to propose the event in 2026 proceeds along similar lines to what transpired in 2025. The WG will bring forward a paper with more specific proposals in respect of matters of detail including parking, improving accessibility to the Wilderness, ticket prices, how to improve local publicity, timings and the possibility of a raffle from which the winner plays a part in starting the bonfire.

25/26-221 To note the resignation of Cllr Wood from the Village Hall Committee and nominate an alternative.

It was **RESOLVED** to leave the vacancy unfilled until after the May elections.

25/26-222 To consider quotations (in the range of £2405.00 exc VAT to £6418.00 exc. VAT) for the repair/replacement of the Bus Shelter roof (3 quotations shown in Supporting Documents).

It was **RESOLVED** to defer the matter to the next meeting so that Cllr Wood can complete his examination of the quotations and bring forward recommendations on how the matter might be progressed.

25/26-223 To consider quotations (in the range of £1895 exc. VAT and £5971 exc. VAT) for the installation of fencing, including access gate and other options to achieve similar objectives, to replace the temporary provision round The Major Oak, and in the light of any legal obligations also taking account of the outcomes of the Green Open Spaces Working Group to be held on 5th March, decide any actions.

It was **RESOLVED** that as part of working the way forward the Deputy Clerk should write to the Secretary of State – as the appropriate national authority – to determine if they would be acceptable in the light of Section 38 of the Commons Act 2006.

25/26-224 To note the date (currently 27th April) and venue booked (the Village Hall) for the Annual Parish Meeting, consider who is available/alternative possibilities, who should be invited to make presentations and agree any actions.

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It was **RESOLVED** to move the date of the Annual Parish Meeting back to Tuesday 26th May and the Deputy Clerk to issue invitations to make presentations based on the pattern in recent years (including the WI, Hilton Town Trust, Feast Week, Community Garden, Speedwatch and others).

[25/26-225. To review and receive the financial reports.](#)

It was **RESOLVED** that the financial reports (for February) were received.

[25/26-226. To note payments received.](#)

Nil.

[25/26-27. To approve payments:](#)

Minute Ref	Payee	Description	Amount	Method	Legislation
25/26-227.1	JSC Services	Maintenance Contract – Jan. 2026	£933.58	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-227.2	Payroll	Payroll - February	£1640.73	S/O	General Power of Competence
25/26-227.3	HMRC	P30 Return for Month 10	£197.94	BACS	General Power of Competence
25/26-227.4	Ecotricity	Pavilion Electricity – Jan.	£27.62	DD	General Power of Competence
25/26-227.5	Yu Energy	Street Lighting, Yu Energy – Jan. (DD taken 9/2/26)	£236.17	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
25/26-227.6	Microsoft	Office Package – Feb.	£11.52	BACS	General Power of Competence
25/26-227.7	K & M Lighting Services	Replacement of 8 street lanterns	£2,208.00	BACS	Parish Councils Act 1957 – s3 – Power to light roads and public places
25/26-227.8	Unity Trust	Account Fee – Feb.	£6.00	DD	General Power of Competence
25/26-227.9	Ibbetts	Equipment for Maintenance Person	£102.47	Equals Card	General Power of Competence
25/26-227.10	Land Registry	Title Enquiry	£48.00	Equals Card	General Power of Competence

It was **RESOLVED** that these payments were approved.

[25/26-210. 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 Capes indicated his intention not to stand for re-election at the end of the current term. Cllr Stott asked what was happening about the refurbishment or renewal of the Maze Sign - noting if repair and refurbishment is the way forward new legs would be required; and, although the content of the current board is deemed appropriate, it may be timely for a quotation to be obtained for a brand-new sign.

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Cllr Wood highlighted the need for another sign to be repaired or replaced at the entrance to the village from Fenstanton.

The meeting was closed at 20.55.

It was **RESOLVED** that in terms of Schedule 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted in the remainder of this meeting it is advisable in the public interest that the Public and Press be excluded from the remainder of this meeting.

Cllr Keane and Member of the Public 2 left the meeting.

The meeting reconvened at 20.57.

[25/26-229 To consider the District Valuer’s report relating to an easement application and decide any actions.](#)

The Council noted the DV’s comments and valuation, also other recent easement settlements and **RESOLVED** to decline the applicants recent improved offer and for the Deputy Clerk to communicate this including the offer of a face-to-face meeting with applicants involving 3 Councillors aimed at coming to a satisfactory settlement of the matter.

The next full Council meeting will be on Monday 13th April 2026, and will be held in the Methodist Church Hall.

There being no further business to transact the meeting was closed at 21:18.

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

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