



Minutes of the Meeting of Hilton Parish Council on Monday 2nd February 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 S. Suckling, Cllr C. Wood.

In attendance: The Deputy Clerk (N. di Castiglione), D. Cllr Clare Tevlin, and three members of the public.

Meeting commenced 19:30.

25/26-191. To receive any apologies for absence.

There were no apologies.

25/26-192. 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.

25/26-193. 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

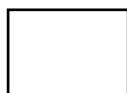
There were no dispensations requested.

Meeting adjourned at 19:32 to receive comments and observations from members of the public and to receive reports from the County and District Councillors.

MoPs1,2 and 3 stated that they had comments about one of the agenda items and the Chairman invited them to make comments during the relevant items.

C. Cllr Keane had sent a written report (shared with Parish Cllrs) and asked for an associated email to be read out. He highlighted his work during January with three significant CC committees – Adults and Health as it wrestles with rising demand and financial pressures; Environment and Green Investment where he called for clearer tracking of operational flood-management activity; Strategy Resources and Performance examining CCC's financial position, long-term sustainability and LGR proposals.

D. Cllr Tevlin confirmed local elections are going ahead in May 2026 whilst the LGR decision by the Secretary of State is still awaited. She highlighted the launch of HDC's Health and Wellbeing Strategy in January, following a successful pilot in 2025 with funding of £750k over 3 years. Cllr Tevlin reminded the Council we are moving to a new food-waste system in



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Email: clerk@hiltonparishcouncil.com
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line with national government policy and the first food-waste collections in Hilton on 31st March. She explained the Integrated Care Board boundaries are changing – to stretch now from Milton Keynes extending now to much of Cambridgeshire.

Meeting reconvened at 19:39.

[25/26-194](#) To approve the minutes of the Parish Council Meeting held on Monday 1st December 2025, the minutes of the Planning Committee Meeting held on Wednesday 7th January 2026, the minutes of the Extraordinary Parish Council Meeting held on Monday 19th January 2026, the minutes of the Staffing Committee held on Monday 19th January 2026 and the minutes of the Finance Committee held on Monday 19th January 2026.

It was **RESOLVED** that the minutes of the Parish Council Meeting held on Monday 1st December 2025 are approved as a true record.

It was **RESOLVED** that the minutes of the Planning Committee Meeting held on Wednesday 7th January 2026 are approved as a true record.

It was **RESOLVED** that the minutes of the Extraordinary Parish Council Meeting held on Monday 19th January 2026 are approved as a true record.

It was **RESOLVED** that the minutes of the Staffing Committee Meeting held on Monday 19th January 2026 are approved as a true record.

It was **RESOLVED** that the minutes of the Finance Committee Meeting held on Monday 19th January 2026 are approved as a true record.

[25/26-195](#). 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.

Streetlighting: The DC had liaised fruitfully with other local council clerks and, following the Extraordinary Parish Council Meeting on 19th January 2026, secured a one-year contract with Valda Energy based on a slight improvement to the charge rates (£0.375 kwh rather than £0.39 kwh).

Planning: Having attended an HDC Planning meeting with the Chairman concerning the land west of Wychwood and spoken with concerned parishioners also attending the meeting, an invitation has been extended to the Housing Association to attend the March or April meeting.

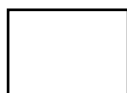
Easement application: Chased the District Valuer.

Maintenance: Had a catch-up meeting with the Maintenance Person.

Village garden adjacent to the bus stop on Potton Road: Heard from the Community Garden they are unable to take on ongoing maintenance, but another solution is likely to emerge with the anticipation of more details at the next meeting.

The Ware: c/o Cllr Stott confirmation received the fallen tree is acknowledged by householders to be their responsibility.

CIL Statement for 2024/5: completed and submitted published it on HPC website.



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CCC's Asset Strategy for 2026/7 HIP: as agreed at the December meeting, proposed repair of all culverts along Graveley Way, including those under Graveley Way, Kidmans Close, Tithe Close and the entrance to Kidmans Farm Cottage.

25/26-196. To review and ratify the decisions made under the scheme of delegation £780.00 (inc. VAT) - Payment to U & W Tree Surgery Ltd for works agreed and under the supervision of the Open Spaces Officer. The Chairman was consulted and agreed it was not appropriate for the contractor to wait 7 weeks for settlement. It was **RESOLVED** that this decision was ratified.

The Chairman used his discretion to change the order of business on the agenda.

25/26-201 To consider the aspirations of parishioners/householders to improve the *“very informal pavement ... in front of property ... by adding kerbstones along our boundary and then pebbles to create a footpath.”*

It was **RESOLVED** these proposals have the support of the Parish Council subject to

- a) establishing where the boundary of the common land is, b) conferring with the Common Rights owners and -when these two steps have been completed – c) the applicants to approach HDC Planning in respect of the kerb-related details. There was one abstention when the resolution was voted on.

Members of Public 1 and 2 left the meeting.

25/26-197. Green Open Spaces

25/26-197.1 To receive the verbal report and decide any actions

A verbal report included:

- A fallen tree on the east edge of The Wilderness but not impeding the pathway.
- Quotations just in for pruning of The Major Oak noted to be on agenda of the next meeting.
- Correspondence from Lattenbury Services about their access/egress across The Green to be followed up by meeting in situ to resolve concerns.

25/26-198. 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 the quotations can be scrutinised and checked for compatibility with the brief and needs.

25/26-199 To consider quotations (in the range of £2933 exc. VAT and £5971 exc. VAT) for the installation of post and rail fencing, including access gate, to replace the temporary provision round The Major Oak, and decide any actions.

It was **RESOLVED** to defer the matter to the next meeting so that the quotations can be scrutinised for compatibility with the brief and needs, and to allow further quotations to be submitted.



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25/26-200 To consider and decide on the proposal – referred to HPC for an opinion by HDC – made by a parishioner to HDC for provision in the village of a pink bin for small electrical items and decide any actions.

It was **RESOLVED** that HPC does not want to receive a pink bin but wishes parishioners to know that if this causes difficulties individuals should make contact, via the Deputy Clerk, for assistance in disposal and recycling of such items. It was requested this decision be by named vote. The resolution was proposed by Cllr Balicki and seconded by Cllr McCarthy. Councillors Balicki, Capes, McCarthy, Norton, Sarkies, Stott, Suckling and Wood voted in favour. The resolution was opposed by Cllr Dulstone.

25/26-202. To consider the suggestion of a parishioner to update the Village Map and decide any actions.

It was **RESOLVED** this matter should be deferred at this time until known and approved developments in the village have been completed.

25/26-203. To consider the invitation from CAPALC to nominate people to attend a Royal Garden Party in May 2026 and decide any actions.

It was **RESOLVED** the Council nominates Cllr Peter and Ms Heidi Bartlet.

25/26-204. To consider options and agree a date for the ANNUAL PARISH MEETING.

It was **RESOLVED** the Annual Parish Meeting will be held on Monday 27th April 2026 and the Deputy Clerk to arrange the venue.

25/26-205 To consider whether Hilton Parish Council wants to offer cricket courses in 2026, and if so, who is willing to take oversight for them and agree any actions.

It was **RESOLVED** that the Council is willing to see cricket courses run again in 2026 subject to confirmation of the availability of suitably qualified coach(s) and realistic support forthcoming from parents/carers of children participating.

25/26-206. To consider the appointment of CAPALC to provide the Internal Audit service to HPC for 2025/2026 and agree any actions.

It was **RESOLVED** that CAPALC be appointed to provide the internal audit service to HPC for 2025-2026.

D.Cllr Tevlin left the meeting.

25/26-207. To review and receive the financial reports

It was **RESOLVED** that the financial reports (for December and January) were received.

25/26-208. To note payments received:

25/26-208.1: **£539.65** Interest added 31/12/2025

25/26-208.2: **£500.00** cheque from Hilton Town Trust posted (to Unity Bank)
23/12/2025 and shown as credit to account on 07/01/2026

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



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25/26-209. To approve payments:

Minute Ref	Payee	Description	Amount	Method	Legislation
25/26-209.1	JSC Services	Maintenance Contract - Nov	£933.58	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-209.2	JSC Services	Maintenance Contract – Dec.	£933.58	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-209.3	Payroll	Payroll - December	£1640.73	S/O + DD	General Power of Competence
25/26-209.4	Payroll	Payroll - January	£1640.73	S/O + DD	General Power of Competence
25/26-209.5	HMRC	P30 Return for Month 9	£124.53	BACS	General Power of Competence
25/26-209.6	Ecotricity	Pavilion Electricity – Nov.	£25.12	DD	General Power of Competence
25/26-209.7	Ecotricity	Pavilion Electricity – Dec.	£25.75	DD	General Power of Competence
25/26-209.8	Yu Energy	Street Lighting, Yu Energy – Nov.	£236.20	DD	Parish Councils Act 1957 s3 - Power to light roads and public places
25/26-209.9	Yu Energy	Street Lighting, Yu Energy – Dec.	£259.94	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
25/26-209.10	Microsoft	Office Package – Dec.	£11.52	BACS	General Power of Competence
25/26-209.11	Microsoft	Office Package – Jan. 2026	£11.52	BACS	General Power of Competence
25/26-209.12	Source for Business	Water bill May to November 2025	£68.76	Equals Card	General Power of Competence
25/26-209.13	Unity Trust	Account fee – Dec. 25	£6.00	DD	General Power of Competence
25/26-209.14	Unity Trust	Account fee – Jan. 26	£6.00	DD	General Power of Competence
25/26-209.15	Unity Trust	Cash Handling fee (Fireworks event)	£10.80	DD	General Power of Competence
25/26-209.16	Amazon	Office Stationery	£18.49	Equals Card	General Power of Competence
25/26-209.17	Amazon	Office Stationery	£11.88	Equals Card	General Power of Competence
25/26-209.18	Amazon	Cable ties for Maintenance Person	£16.08	Equals Card	General Power of Competence

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25/26-209.19	Amazon	New Xmas lights	£137.72	Equals Card	General Power of Competence
25/26-209.20	Amazon	Add. Xmas lights	£28.73	Equals Card	General Power of Competence
25/26-209.21	U & W Tree Surgery Ltd	Tree surgery	£780.00	BACS	Open Spaces Act 1906 s10 – Power to maintain open spaces
25/26-209.22	K & M Lighting Services	Maintenance Contract charges Q1 2026	£190.07	BACS	Parish Councils Act 1957 s3 – Power to light roads and public places
25/26-209.23	Royal British Legion	Donation	£60.00	CHQ	General Power of Competence
25/26-209.24.	SLCC	FILCA qualification course fee for Deputy Clerk	£144.00	BACS	General Power of Competence

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

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[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 Balicki requested that a report from the Fireworks and Bonfire Working Group be on the agenda for the next meeting.

The meeting was closed at 20.40.

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.

Member of the Public 3 left the meeting.

The meeting reconvened at 20.41.

[25/26-211 To discuss legal implications regarding the assignment of land and/or property to Hilton Parish Council and agree any actions in such circumstances.](#)

It was **RESOLVED** that legal advice be sought about the proposed assignment of land to HPC in Maze Road, to enquire whether the council is still able to comply with all the wishes of the bequest.

It was **RESOLVED** that the Deputy Clerk seek updated and new quotations for the work associated with the project.

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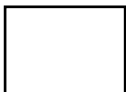
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The next full Council meeting will be on Monday 2nd March 2026,

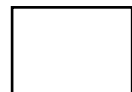
There being no further business to transact the meeting was closed at 20:59.

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



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