



I hereby give notice that the Meeting of Hilton Parish Council will be held at 7.30pm on Monday 1st September 2025 in Hilton Village Hall

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
27/08/2025

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

- 25/26-101. To receive any apologies for absence.
- 25/26-102. 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
- 25/26-103. 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 Chair.*
- 25/26-104. To approve the minutes of the Parish Council Meeting held on Monday 7th July and the minutes of the Extraordinary Meeting held on Wednesday 6th August
- 25/26-105. 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.
- 25/26-106. To review and ratify the decisions made under the scheme of delegation
- 25/26-107. Green Open Spaces
 - 25/26-107.1 To receive the verbal report
 - 25/26-107.2 To consider the decay analysis for The Major Oak on the Green and decide upon any actions
 - 25/26-107.3 To consider the purchase of a new sander and decide upon any actions
 - 25/26-107.4 To consider the purchase of additional attachments for the strimmer to enable the ditch work and decide upon any actions
- 25/26-108. To discuss and decide upon the request for a grant of £1000 for The Journal
- 25/26-109. To receive a report from the Water System Management Forum and decide upon any actions
- 25/26-110. To receive a verbal report from the fireworks working group and agree on any further actions
- 25/26-111. To consider the correspondence regarding rights of way across the Green and decide upon any actions
- 25/26-112. To consider the correspondence regarding the development of Sunnybrooke and decide upon any actions

- 25/26-113. To discuss and decide upon the funding request from Magpas Air Ambulance
- 25/26-114. To receive the External Audit Report from PKF Littlejohn LLP and decide upon any actions
- 25/26-115. To agree the BrightPay cloud agreement to transfer payroll from the desktop software to the cloud
- 25/26-116. To discuss and decide upon the purchase of a new laptop for the Deputy Clerk
- 25/26-117. To consider the complaint regarding the Graveley Way trees and decide upon any actions
- 25/26-118. To discuss and decide upon attendance at the CAPALC conference on Friday 19th September
- 25/26-119. To note the 25/26 NJC salary award
- 25/26-120. Review and receive the financial reports
- 25/26-121. Payments received: None
- 25/26-122. Approve payments

Minute Ref	Payee	Description	Amount	Method	Legislation
25/26-122.1	JSC Services	Maintenance Contract - Jun	£933.58	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-122.2	JSC Services	Maintenance Contract - Jul	£933.58	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-122.3	Ecotricity	Pavilion electricity	£22.44	DD	General Power of Competence
25/26-122.4	Ecotricity	Pavilion electricity	£23.09	DD	General Power of Competence
25/26-122.5	Payroll	Payroll - Jul	£1,655.69	S/O	General Power of Competence
25/26-122.6	Payroll	Payroll - Aug	£1,655.69	S/O	General Power of Competence
25/26-122.7	Yu Energy	Street Lighting Energy - Jun	£197.36	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
25/26-122.8	Yu Energy	Street Lighting Energy - Jul	£202.94	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
25/26-122.9	Microsoft	Office Package - Jun	£12.36	BACS	General Power of Competence
25/26-122.10	Microsoft	Office Package - Jul	£12.36	BACS	General Power of Competence
25/26-122.11	Unity Trust	Account fee	£6.00	DD	General Power of Competence
25/26-122.12	Unity Trust	Account fee	£6.00	DD	General Power of Competence
25/26-122.13	Amazon	Osmo Oil	£55.92	Equals	General Power of Competence
25/26-122.14	Cliveden Conservation	Maze Wall repairs	£8,916.00	BACS	General Power of Competence
25/26-122.15	PKF Littlejohn LLP	External Audit	£378.00	BACS	Local Audit and Accountability Act 2014 s4 - requirements for audit
25/26-122.16	CAPALC	Internal Audit	£208.10	BACS	Local Audit and Accountability Act 2014 s4 - requirements for audit
25/26-122.17	Hayden's Arboricultural	Inspection of Major Oak	£1,129.32	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces

- 25/26-123. 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.