



Minutes of the Meeting of Hilton Parish Council on Monday 22nd September 2025 at 19:30 in Hilton Methodist Church School Room

Present: Cllr P. Balicki (Chairman), Cllr J. Capes, Cllr R. Norton

In attendance: The Clerk (N. Webster), and 5 parishioners

Meeting commenced 19:30

1. To receive any apologies for absence
There were no apologies for absence
2. 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
3. To note any dispensation requests made to the Clerk in accordance with the Disclosable Pecuniary Interest Dispensation Procedure, and declare the nature and existence of any dispensations granted
There were no dispensations requested.
4. To review the complaint relating to the decision regarding the Graveley Way Trees.
Cllr Peter Balicki read out the conclusion of the Complaints Review Panel as follows:

This is the determination of the Hilton Parish Council's (HPC) Complaint Review Panel following the meeting held on 17 September 2025.

The complaint was brought by the residents of 4, 6, 8 and 10 Graveley Way Hilton in relation to the conduct of HPC in the matter of Graveley Way Boundary as outlined in the residents' letter of 25 August 2025.

The Panel's determinations in relation to the specific matters set out in the complaint letter are as follows: -

Misrepresentation

The Panel does not consider that there was deliberate misrepresentation by HPC. However, the Panel accepts that there was contradictory information from Cambridgeshire County Council (CCC) and will recommend to HPC that it revises its resolution no 24/25-200 to remove reference to ownership of the land in question by the householders and that responsibility for the trees rests with the landowners.

Authority

The Panel is of the view that HPC did not assert, or make a determination of, ownership of the trees but expressed an opinion. The Panel does not consider that HPC acted outside its authority.

Openness

The Panel acknowledges that HPC could have engaged more effectively with the concerned residents when this item was raised to be discussed at the meeting on 4 November 2024.

The Panel will recommend to HPC that appropriate notification is given to residents that it considers may potentially be affected by future agenda items.

Diligence, Decision Making and Contradictory

The Panel considers that it was appropriate for all available information to be presented to HPC in full and that HPC properly reviewed and scrutinised the related documents. The Panel notes that the Clerk provided an explanation at the complaint meeting on 17 September 2025 as to why HPC stated in tree work applications that it owned the land.

As stated, the Panel will recommend to HPC that it revises its resolution 24/25-200.

Discrimination

The Panel considers that the Clerk refuted the claims of discriminatory behaviour by HPC at the Complaint Review meeting on 17 September 2025.

GDPR and Privacy

The Panel considers that HPC acted within the spirit of the Transparency Code in the publication of materials concerning the issue. The Panel thanked the residents at the Complaint Review Meeting on 17 September 2025 for accepting the previous apology offered regarding information posted online at the time.

The Panel recognises that the position of Clerk to HPC is changing and recommends that the new Clerk receives the appropriate training in this legal requirement.

Summary

The Panel rejects the contention that HPC has failed to uphold the four principles referred to in the complaint. However, it recognises that some matters could have been handled more effectively. The Panel's decisions in relation to the specific areas set out in the Formal Complaint are outlined above.

There being no further business to transact the meeting was closed at 19:38

Signed Date