



I hereby give notice that the Meeting of Hilton Parish Council will be held at 7.30pm on Monday 1<sup>st</sup> December 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  
26/11/2025

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

- 25/26-170. To receive any apologies for absence.
- 25/26-171. 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
- 25/26-172. 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.*

- 25/26-173 To approve the minutes of the Parish Council Meeting held on Monday 3<sup>rd</sup> November and the minutes of the Planning Committee Meeting held on Wednesday 12<sup>th</sup> November
- 25/26-174. 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.*
- 25/26-175. To review and ratify the decisions made under the scheme of delegation
- 25/26-176. Green Open Spaces
  - 25/26-176.1 To receive the verbal report and decide any actions
- 25/26-177. Fireworks and Bonfire event
  - 25/26-177.1 To receive a verbal report from the Fireworks Working Group (following the 2025 event) and decide any actions.
  - 25/26-177.2 To consider and set dates for the Fireworks and Bonfire events in 2026 and 2027: 7<sup>th</sup> November 2026 and 6<sup>th</sup> November 2027
- 25/26-178. To consider quotations for the repair/replacement of the Bus Shelter roof and decide any actions.
- 25/26-179. To consider and decide on the request from Hilton Methodist Church for an uplift in the room hire charge (*currently £10 per hour or part hour thereof*), to take account of increased cost pressures and decide any actions

25/26-180. To note the current contract with Yu Energy for unmetered supply of electricity for street 29<sup>th</sup> January 2026, consider new quotations and decide any actions

25/26-181. To consider planning application 25/02129/HHFUL Dene House, Church End, Hilton PE28 9NJ, single storey side and rear extension

25/26-182. To consider planning application 25/02124/HHFUL 10 Potton Road, Hilton PE28 9NG, dropped kerb to access front of property with tarmacked area up to property boundary

25/26-183. To receive and note feedback from the Local Plan Briefing meeting and consider any actions

25/26-184. To note a CCC webinar Budget Briefing with Town and Parish Councils 11th December

25/26-185. To consider the Council's response to the email of 19<sup>th</sup> November 2025 from CCC's Asset Strategy Team regarding the 2026/7 Highway Investment programme and decide any actions.

25/26-186. To note concern raised by nearby residents about the Graveley Way watercourse to clarify what are the specific responsibilities of HPC and/or other agencies, and decide any actions.

25/26-187. To review and receive the financial reports

25/26-188. To note payments received:

- 25/26-188.1: **£32.99** Refund of 'next-day-delivery premium for fencing and spikes.
- 25/26-188.2: **£1767.70** 2 items in the 1 banking
- 25/26-188.2.1 **£1765.70** Cash takings from fireworks and bonfire event (£1786.70 gross) MINUS £21.00 taken by Feast Week for hotdogs – no invoice or receipt provided, PLUS
- 25/26-188.2.2 **£2** Included in above cash banking: refund of overpayment by JCS (handed over at October PC meeting).
- 25/26-188.3 **£1456.96** Card machine receipts (net; gross £1482) from fireworks and bonfire event.

25/26-189. To approve payments:

Minute Ref	Payee	Description	Amount	Method	Legislation
25/26-189.1	JSC Services	Maintenance Contract - Sep	£933.58	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-189.2	Payroll	Payroll - November	£1640.73	S/O	General Power of Competence
25/26-189.3	Ecotricity	Pavilion Electricity	£24.51	DD	General Power of Competence
25/26-189.4	Yu Energy	Street Lighting, Yu Energy – Sep (2 DDs)	£223.44	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
25/26-189.5	Microsoft	Office Package - Nov	£11.52	BACS	General Power of Competence
25/26-189.6	Unity Trust	Account fee	£6.00	DD	General Power of Competence
25/26-189.7	Premier Netting (Order PN 28125)	Additional fencing for fireworks event	£303.81	BACS	General Power of Competence
25/26-189.8	Ibbetts	Pole saw attachment	£234.84	Equals Card	General Power of Competence

25/26-189.9	Ibbetts	Scrubcutter attachment + Loop Handle	£327.71	Equals Card	General Power of Competence
25/26-189.10	SLCC	Membership and Joining fee for Deputy Clerk	£202.00	BACS	General Power of Competence
25/26-189.11	Screwfix	Sander + charger/battery + waders	£198.96	Equals Card	General Power of Competence
25/26-189.12	SafetyGloves.co.uk	Work gloves for Maintenance Person	£22.29	Equals Card	General Power of Competence
25/26-189.13	Ibbetts	Trolley for Maintenance Person	£169.98	Equals Card	General Power of Competence
25/26-189.14	Pains Fireworks Limited	Fireworks display November 2025	£2160.00 (inc. VAT)	BACS	General Power of Competence
25/26-189.15	SLCC	ILCA qualification Course fee for Deputy Clerk	£144.00	BACS	General Power of Competence
25/26-189.16	SLCC	Purchase 14 <sup>th</sup> edition 'Local Council Administration' inc. £5.40 del. fee	£149.40	BACS	General Power of Competence
25/26-189.17	SumUp	Charges for card machine for Fireworks event	£25.04	At source	General Power of Competence
25/26-189.18	Feast Week	Agreed provision of hotdogs for volunteers	£21.00 (no receipt provided)	Deducted from cash income from Fireworks	General Power of Competence
25/26-189.19	CAPALC	Internal Audit fee for year end 31/03/2025	£88.10	BACS	General Power of Competence

25/26-190. 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.