



I hereby give notice that the Meeting of Hilton Parish Council will be held at 7.30pm on Monday 13<sup>th</sup> April 2026 in Hilton Methodist Church 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  
08/04/2026

*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

- 25/26-230. To receive any apologies for absence.
- 25/26-231. 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.
- 25/26-232. 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.*

- 25/26-233 To approve the minutes of the Parish Council Meeting held on Monday 2<sup>nd</sup> March 2026, and the minutes of the Planning Committee Meeting held on Monday 16<sup>th</sup> March 2026.
- 25/26-234. 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.*
- 25/26-235. To review and ratify the decisions made under the scheme of delegation. Comment for Councillors in Dropbox:
  - 25/26-235.1 Payment to Cambridge Trees Ltd - £600.00
  - 25/26-235.2 Payment to Wicksteed Leisure Ltd - £180.00
  - 25/26-235.3 Authorisation to get emergency tree work by Cambridge Trees Ltd - £300.00.
- 25/26-236. Green Open Spaces
  - 25/26-236.1 To receive the verbal report and decide any actions.
  - 25/26-236.2 To consider the recommendation of the Green Open Spaces Working Group- after looking at a range of alternatives- for a simple post and rope fencing around the Major Oak (as a replacement for the existing temporary orange plastic provision) to be supported by: a quotation for materials, suitable signage designed after advice from our insurer, and decide any actions.

- 25/26-236.3 To consider the recommendation of the Green Open Spaces Working Group- having heard the views of consultants and tree surgeons on the best way forward whilst recognising this as an ongoing project- to seek quotations for trimming the ‘7 eccentricities’ on the Major Oak which would more than meet the recommendations of Haydens (summer 2025) and satisfy the views of the HDC Tree Officer.
- 25/26-236.4 To consider the recommendation of the Green Open Spaces Working Group- in respect of the aspirations and proposals of parishioners to tidy up the frontage/verge and informal pathway in front of their property- for an adjustment to the proposal removing a ‘hard edge’ at the bottom of the verge and agree any actions.
- 25/26-236.5 To consider the recommendation of the Green Open Spaces Working Group for the sensitive relocating of two small trees also suitable cutting back of impeding foliage around the entrance to the Wilderness by volunteers as part of alleviating concerns about access for agricultural machinery down or adjacent to Wraggs Row; and to seek a quotation for the suitable cutting back of overgrowing/overhanging foliage along the southern boundary track, and agree any actions.
- 25/26-236.6 To consider the recommendation of the Green Open Spaces Working Group in respect of the damaged ground around the goalposts – to facilitate repair and safe use by parishioners.
- 25/26-237. To consider planning application 26/00570/TREE – 17 Scotts Close <crown reduction to Front Garden Oak and removal of overextended lateral branches; also crown reduction to Rear Garden Oak and removal of overextended branches> and agree any response.
- 25/26-238. To consider planning application 26/00109/HHFUL – 7 Tithe Close, proposed single storey front extension with proposed first floor extension, new dormer windows to both side elevations and new cladding to front elevation > REVISED PLANS, and agree any response.
- 25/26-239. To consider the Jubilee Playground Inspection Report (February 2026) and decide any actions.
- 25/26-240. To consider a 3.25% increase in the Maintenance Contract with JCS for 2026-2027 (from £11,203pa) to £11,567pa plus for additional hours (from £30.80) to £31.80, and agree any actions.
- 25/26-241. To discuss and decide upon renewing membership of the Cambridgeshire and Peterborough Association of Local Councils (CAPALC) – cost £492.99 inc. affiliation to NALC (£427.03 in 2025).
- 25/26-242. To note that if we have a contested election for positions on the Parish Council a change of date for the May meeting will be required and, in such circumstances, agree a new date.
- 25/26-243. To consider the letter from Citizens Advice Rural Cambs and agree any actions.
- 25/26-244. To note and consider the report and recommendations on the Village Garden and decide any actions.
- 25/26-245. To receive a verbal report on the provision of cricket courses for children in June/July 2026, including potential dates, and agree any actions.
- 25/26-246. To consider the draft plan for PARKING regarding the Fireworks and Bonfire event, and agree any actions.
- 25/26-247. To note changes to the Minimum Living Wage wef 1<sup>st</sup> April 2026 require HPC to uplift the hourly rate for the Maintenance Person from £12.65 to £12.71ph; and authorise this to be implemented in the April payroll.
- 25/26-248. To review and receive the financial reports.

25/26-249. To note payments received – Interest £507.83.

25/26-250. To approve payments:

Minute Ref	Payee	Description	Amount	Method	Legislation
25/26-250.1	JSC Services	Maintenance Contract – February 2026	£933.58	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-250.2	Payroll	Payroll – March 2026 (inc. HMRC and NEST)	£1640.73	S/O	General Power of Competence
25/26-250.3	Ecotricity	Pavilion Electricity – February 2026	£24.42	DD	General Power of Competence
25/26-250.4	Valda Energy	Street Lighting- February 2026 (DD to taken 10/3/26)	£312.48	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
25/26-250.5	Microsoft	Office Package – Feb. 2026	£11.52	BACS	General Power of Competence
25/26-250.6	Cambridge Trees Ltd	Tree pruning	£600.00	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-250.7	Wicksteed Leisure	Safety Inspection	£180.00	BACS	Local Government (Miscellaneous Provisions) Act 1976, s19
25/26-250.8	Shell	Petrol for Maintenance Person	£8.73	Equals Card	General Power of Competence
25/26-250.9	Ibbetts	Aspen 2 fuel for Maintenance Person	£24.50	Equals Cards	General Power of Competence
25/26-250.10	Ibbetts	Repair of kombi unit equipment for Maintenance Person	£40.20	Equals Card	General Power of Competence
25/26-250.11	K & M Lighting Services	Street lighting maintenance charges Q1 26/27	£190.07	BACS	Parish Councils Act 1957 – s3 – Power to light roads and public places
25/26-250.12	Cambridge Trees Ltd	Emergency tree work	£300.00	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces
25/26-250.13	Unity Trust	Account Fee – March 2026	£7.00	DD	General Power of Competence

25/26-251. 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.

*In accordance with Section 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 that the Public and Press be excluded at this point.*

- 25/26-252. To note the conclusion of an easement negotiation, confirm the Council's agreement and agree any actions.
- 25/26-253. To note an approach for a possible new easement, form an initial view and agree any actions.
- 25/26-254. To consider the quotation to provide legal advice (£500.00 + VAT) regarding the assignment of land and/or property to Hilton Parish Council, agree what questions need to be asked/issues raised and agree any actions.
- 25/26-255. To consider the updated quotation (£3,500 + VAT in November 2023 to £4,000 + VAT) for the proposed demolition of a shed in in respect of the assignment of land and/or property to Hilton Parish Council and agree any actions.