



Minutes of the Meeting of Hilton Parish Council on Monday 6th July 2026 at 19:30 in Hilton Village Hall

Present: Cllr P. Balicki (Chairman), Cllr R. Dulstone, Cllr R. Norton,
Cllr M. Stott, Cllr C. Wood.

In attendance: The Clerk (N. di Castiglione), C. Cllr D. Keane, and 5
members of the public.

Meeting commenced 19:31.

26/27-77. To receive any apologies for absence.

There were apologies from Cllr E. McCarthy (holiday), Cllr S. Suckling (holiday).

26/27-78. 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.

Cllr M. Stott declared an interest in the matter to be discussed under agenda item 85.

26/27-50. 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 7.33pm to receive comments and observations from members of the
public and to receive reports from the County and District Councillors.

MoP1 asked when the Marquee for Feast Week was to be erected and sought reassurance
it would be acceptable for the final grass cut to be done the preceding day.

Cllr Keane had sent a written report which was distributed to Cllrs and put in the
Supporting Documents. He updated the Council on his work on highways, flooding and
parking issues across the area he serves. This includes his membership and contributions to
the Hilton Flood Action Working Group. DCllr Sarkies had submitted a written report in
which he mentioned how the Huntingdonshire District Council's Local Plan runs through to
2036 but an update for the subsequent 10 years is imminent. This will be put out for
consultation in September.

MoP2 spoke to agenda item 86 explaining the background and goals, asking for support for
a May Fair to be held in May 2027.

Meeting reconvened at 7.47pm



Initials

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26/27-80. To approve the minutes of the Parish Council Meeting held on Monday 1st June 2026 and the Extraordinary Parish Council Meeting held on Tuesday 23rd June 2026

It was **RESOLVED** that the Minutes of the Parish Council Meeting held on Monday 1st June 2026 are approved as a true record. It was **RESOLVED** that the Minutes of the Extraordinary Parish Council Meeting held on Tuesday 23rd June 2026 are approved as a true record.

26/27-81. 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.

The Clerk reported: trees that had fallen into **The Ware** have now been removed. There are **3 applications for co-option** to fill the 2 vacant places on the Parish Council, for consideration at the September meeting. Following a meeting with a representative from **Cliveden Conservation** on June 2nd a report on action they will take and may recommend is being chased. A draft letter promised from the solicitor handling **the bequest of land to HPC** is awaited. **'Walkabout'**, accompanied by the Open Spaces Officer and the Maintenance Contractor has helped clarify changes planned for the allocation of responsibility for the Playground and highlighted the scope of work required to the ditches to restore and then maintain expectations. A similar meeting held with the Maintenance Person is subject to ongoing discussions.

26/27-82. To review and ratify decision made under the scheme of delegation.

There were none.

26/27-83. Green Open Spaces: To receive the verbal report and decide any actions.

Replacement fencing and new signage round the Major Oak now complete. Recent 'walkabouts' by members of the Flood Action Working Group raised matters to be discussed at a subsequent meeting. An initial conversation about the Maintenance Contract arrangements for 2027/8 will be progressed at a meeting of the Green Open Spaces Management Working Group and Finance Committee. Work to tackle the growth of brambles in various areas are being pursued with the Open Spaces Officer.

26/27-84. To consider planning application received for consultation: Tree Application 26/01107/TREE – Redwoods, The Green > to reduce T1 (Horse Chestnut) by 2.5-3m as the tree is close to the house and agree any response.

It was **RESOLVED** that HPC supports this application.

26/27-85. To consider planning application 26/01156/HHFUL, Fairview, Potton Road – ground floor extension to rear of property and agree any response.

It was **NOTED** that Cllr Stott absented himself from this item. It was **RESOLVED** that HPC has no comment to offer on these proposals.

26/27-86. To consider a proposal for the holding of a May Fair in Hilton on 15th May 2027; and agree any actions.

It was **RESOLVED** that HPC has no objections to the holding of such an event. Matters the organising group to be aware of were identified; in due course the Council would be in touch with Common Rights holders.



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26/27- 87 To note and consider the CAPCA consultation on proposed changes to supported bus services and agree any actions.

It was **RESOLVED** that a Working Group meet to frame a response on behalf of HPC.

26/27-88. To note a new CIL Funding Round has opened and consider any actions.

It was **RESOLVED** that a Working Group of Councillors meet to consider projects for submission.

26/27-89. To receive a verbal update on the summer cricket courses summer and agree any actions.

It was **NOTED** the 'All Stars' and 'Dynamos' Courses were proving successful and action would commence earlier in 2027 to avoid clashes with other activities pursued by younger people at a similar time of the week.

26/27-90. To consider an amended draft of the Children and Adults at risk Safeguarding Policy and agree any actions.

It was **RESOLVED** that the amended version of this policy be adopted and published on the HPC website.

26/27-91. To consider for approval and adoption a new (AGAR assertion 10 compliant) IT policy and agree any actions.

It was **RESOLVED** this policy be adopted and published on the HC website.

26/27-92. To consider the CAPALC Internal Audit Contract (including an increase in the fee rate) and Complaints Policy for 2026-27 and agree any actions.

It was **RESOLVED** that HPC accepts this contract and **NOTED** the Complaints Policy.

26/27-93. To review and receive the financial reports.

93.1 Financial Accounts June 2026

93.2 Management Accounts June 2026

93.3 Budget Analysis June 2026

93.4 Equals Card Analysis June 2026

It was **RESOLVED** that the financial reports for June were received.

26/27-94. To note payment(s) received: £473.87 – Interest Q1 2026-27

It was **RESOLVED** that this payment was **NOTED**.

26/27-95. To approve payments:

Minute Ref	Payee	Description	Amount	Method	Legislation
26/27-95.1	JSC Services	Maintenance Contract – May 2026	£963.92	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
26/27-95.2	JSC Services	Additional work – Oak Tree Farm frontage.	£31.80	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces
26/27-95.3	Payroll	Payroll – June 2026 (inc. HMRC and NEST)	£1543.12	S/O, DD and BACS	Local Government Act 1972 s112
26/27-95.4	Ecotricity	Pavilion Electricity	£28.82	DD	Local Government Act 1972 s112



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26/27-95.5	Valda Energy	Street Lighting-May	£62.92	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
26/27-95.6	Microsoft	Office Package – (May/June).	£11.52	BACS	Local Government Act 1972 s112
26/27-95.7	Source for Business	Water charges November 2026 to May 2026	£54.34	Equals Card	Local Government Act 1972 s112
26/27-95.8	CAPALC	Internal Audit fee (inc. mileage)	£214.68	BACS	Local Government Act 1972 s112
26/27-95.9	CAPALC	'Essential Clerks Training' Course fee	£250.00	BACS	Local Government Act 1972 s112
26/27-95.10	Hilton Parochial Church Council	Energy for lighting churchyard path (2025)	£203.26	BACS	Parish Councils Act 1957 – s3 – Power to light roads and public places
26/27-95.11	K & M Lighting	Street lighting maintenance	£190.07	BACS	Parish Councils Act 1957 – s3 – Power to light roads and public places
26/27-67.10	Unity Trust	Account Fee	£7.00	DD	Local Government Act 1972 s112

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

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[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.](#)

Cllr Dulstone advised the Council that following changes to current services he would take down the combined bus timetables posted previously.

There being no further business to transact the meeting was closed at 20.32.

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



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