



I hereby give notice that the Meeting of Hilton Parish Council
will be held at 7.30pm on Monday 7th September 2026 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.

Nigel di Castiglione

Clerk & RFO

02/09/2026

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

26/27-101. To receive any apologies for absence.

26/27-102. 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.

26/27-103. 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 Chairman.

26/27-104. To approve the minutes of the Parish Council Meeting held on Monday 6th July 2026, the Extraordinary Parish Council Meeting held on Monday 13th July 2026, the Planning Committee held on Monday 3rd August 2026, the Finance Committee held on Monday 3rd August 2026 and the Extraordinary Parish Council Meeting held on Tuesday 18th August 2026.

26/27-105. 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.*

26/27-106. To review and ratify the decisions made under the scheme of delegation.

26/27-107. To consider the 3 applications to fill 2 normal Councillor vacancies on HPC and agree any outcomes.

26/27-108. Green Open Spaces: To receive the verbal report and decide any actions.

26/27-109. To note the Maze will need re-cutting in the near future, it is recommended this be provided for in budgeting for 2026-27 and agree any actions.

26/27-110. Hilton Water Management Working Group: To receive a verbal report following two meetings of the Working Group.

26/27-111. To consider a recommendation from the Planning Committee for a small revision to the Terms

of Reference for the Planning Committee so that paragraph 2 starts *'The aim of the committee is to develop their knowledge in the planning process'* and agree any actions.

26/27-112. To note an updated Basic Governance Checklist recommended for Town and Parish Councils, identify areas for further action and commit to reviewing this (and any successors) on an annual basis.

26/27-113. To receive a verbal update on plans and practical arrangements for the 2026 Fireworks and Bonfire event and agree any actions.

26/27-114. To note the ongoing review of the Council's insurance cover and agree any actions.

26/27-115. To note the 2nd Strategic CIL funding round opened on 1st September and will close on 18th December and agree any actions.

26/27-116. To consider a request for further funding for 'The Journal' and agree any actions.

26/27-117. To consider a draft budget for 2027/28 based on a proposed precept of £43,235 and agree any actions.

26/27-118. To consider the quotation for repair of the climbing frame in the Playground - £1196.48 (with VAT £1435.77) and agree any actions.

26/27-119. To consider a recommendation from the Green Open Spaces Management Working Group for a budget of £300 to support the work of a Volunteers' Group to repair the goal-mouth areas to the football pitch and agree any actions.

26/27-120. To note the offer of a one-off donation of £150 from Hilton Town Trust to support the replacement of batteries and pads to the defibrillator located on the side of the Pavilion, consider a contribution to meet the balance required (up to a limit of £125) and agree any actions.

26/27-121. To note the 2026-27 National Salary Award and Settlement – an uplift of 3.32% - agree to implement for HPC staff any other actions.

26/27-122. To review and receive the financial reports.

122.1 Financial Accounts July 2026

122.2 Management Accounts July 2026

122.3 Budget Analysis July 2026

122.4 Equals Card Analysis July 2026

The July accounts were reviewed and noted by the Finance Committee at its meeting on 3rd August.

122.5 Financial Accounts August 2026

122.6 Management Accounts August 2026

122.7 Budget Analysis August 2026

122.8 Equals Card Analysis August 2026.

26/27-123. To note payment(s) received: £145.19 (July) – Reimbursement,
£242.56 (July) – Feast Week electricity.

26/27-124. To approve payments:

Minute Ref	Payee	Description	Amount	Method	Legislation
26/27-124.1	JSC Services	Maintenance Contract – June	£963.92	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
26/27-124.2	JSC Services	Maintenance Contract - July	£963.92	S/O	Open Spaces Act 1906 s10 - Power to maintain open spaces
26/27-124.3	JSC Services	Additional work (13 and 29 June) – Oak Tree Farm frontage.	£63.60	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces

26/27-124.4	JSC Services	Additional work (23 July) – Oak Tree Farm	£31.80	BACS	Open Spaces Act 1906 s10 - Power to maintain open spaces
26/27-124.5	Payroll	Payroll – July (inc. NEST and HMRC)	£1543.12*	S/O, DD and BACS	Local Government Act 1972 s111
26/27-124.6	Payroll	Payroll – Aug. (inc. HMRC and NEST)	£1543.12*	S/O, DD and BACS	Local Government Act 1972 s111
26/27-124.7	Ecotricity	Pavilion Electricity	£114.10	DD	Local Government Act 1972 s111
26/27-124.8	Valda Energy	Street Lighting – June 2026	£58.50	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
26/27-124.9	Valda Energy	Street Lighting – July 2026	£58.36	DD	Parish Councils Act 1957 – s3 – Power to light roads and public places
26/27-124.10	Microsoft	Office Package (June/July)	£11.52	BACS	Local Government Act 1972 s111
26/27-124.11	Microsoft	Office Package (July/Aug)	£11.52	BACS	Local Government Act 1972 s111
26/27-124.12	Glenn Conway Tree Specialists	Tree work (2025 Schedule)	£450.00	BACS	Local Government Act 1972, and Common law duty of care
26/27-124.13	Kieron Dunk	Materials for rope and post fencing	£765.40	BACS	Local Government Act 1972, and Common law duty of care
26/27-123.14	Amazon	Printer paper	£17.99	Equals Card	Local Government Act 1972 s111
26/27-124.15	Amazon	Materials for Main. Person (oil for benches)	£61.46	Equals Card	Local Government Act 1972 s111
26/27-124.16	Arthur Ibbett Limited	Materials for Maintenance Person (2 stroke fuel)	£25.94	Equals Card	Local Government Act 1972 s111
26/27-124.17	CAPALC	Conference Fee	£75.00	BACS	Local Government Act 1972 s111
26/27-124.18	Huntingdonshire DC	Recharge Election Costs May 2026	£162.58	BACS	Local Government Act 1972 s111
26/27-124.19	Amazon	Materials for Main. Person (gloves + screw bits)	£19.19	Equals Card	Local Government Act 1972 s111
26/27-124.20	Agricem	Weedkiller for Open S Officer	£71.33	Equals Card	Open Spaces Act 1906 s10 - Power to maintain open spaces
26/27-124.21	Amazon	Materials for Main. Person (screws)	£23.05	Equals Card	Local Government Act 1972 s111
26/27-124.22	Hilton Methodist Church	Hall hire for meetings	£454.00	BACS	Local Government Act 1972 s111
26/27-124.23	BWP Creative Limited	Website hosting and support 26/27	£273.60	BACS	Local Government Act 1972 s111
26/27-124.24	Unity Trust	Account fee (July)	£7.00	DD	Local Government Act 1972 s111

26/27-124.25	Unity Trust	Account fee (August)	£7.00	DD	Local Government Act 1972 s111
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(26/27-.124.5* and .6*: Detailed breakdown of payroll shown in authorisation schedule for Cllrs.)

26/27-125. To note Planning Consultation 26/01588/TREE – removal of dead tree covered by TPO, 18 Scotts Crescent and consider any response/actions.

26/27-126. 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 terms of Schedule 12a of the Local Government Act 1972 the next item (26/27-127) will be likely to disclose exempt information relating to employment and procedure; and in regard to the subsequent items (26/27-128 and 26/27-129), that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, it is RECOMMENDED that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded at this point and for the remainder of this meeting.

26/27-127. To note a staff matter, consider an interim proposal to address workload affected and agree any actions.

26/27-128. To note and consider the solicitor's letter regarding a bequest of land to Hilton Parish Council, agree a response and any subsequent actions.

26/27-129. To consider HPC's response to the District Valuer's Report in respect of an easement application and agree any actions.