

# GREAT HINTON PARISH COUNCIL

**Parish Clerk – Mrs. Tekla Hicks**

[greathinton@gmail.com](mailto:greathinton@gmail.com)

**Minutes of the general meeting held on Thursday 9<sup>th</sup> January 2025,  
in the Village Hall, Great Hinton at 7.00pm**

**Membership:** Cllr S Andrew (Chair), Cllr M Winterburn (Vice-Chair), Cllr C Saunders, Cllr K Strickland, Cllr D Norris.

**In attendance:** Cllr S Andrew (Chair), Cllr M Winterburn (Vice-Chair), Cllr C Saunders, Cllr K Strickland, Cllr D Norris.

**Proper Officer:** T. Hicks.

**Public & Press:** Unitary Cllr J Seed, 1 x MOP.

[illegible]

Signed: .....

24-25/62.2	<ul style="list-style-type: none"> <li>On the suggestion of the Police Neighbourhood Inspector, the group would mobilise signage and request Police assistance.</li> <li>The group would then notify the Clerk when the equipment has been put away and any outcomes from the process. The Clerk to keep a log of each road closure.</li> <li>Requested that Cllr Seed would investigate how to advise Satellite Navigation companies to instruct drivers that the road through Great Hinton is unsuitable for a diversion route. It is believed this must be notified by Wiltshire Council.</li> <li>Clerk to create formal procedure and send to Councillors to agree as soon as possible. For ratification as an appendix to previously adopted risk assessment in March.</li> </ul> <p><b>To receive</b> any petitions or deputations. None.</p>	Cllr Seed  Clerk
<b>Standing Orders will be reinstated following public participation, if any.</b>		
24-25/63 24-25/63.1       24-25/63.2   24-25/63.3 24-25/63.4	<b>Reports</b> <b>Wiltshire Council Update</b> <b>To receive</b> an update from Unitary Councillor, Jonathon Seed. Cllr Seed updated the meeting regarding his appeal to LHF IG on behalf of the council, to reduce their fees for the cost of the speed limit reduction process. This reduction has now been agreed. Cllr Seed also updated the meeting that he had just come from an extraordinary meeting of Wiltshire Councillors who had just agreed to support the Heart of Wessex devolution plan. For more information, please see <a href="#">here</a> . The Council also asked Cllr Seed to investigate the damage to the verge near building work.  <b>To receive</b> Chair's report. The council expressed their gratitude to Adrian Kwasnicki for his work leading on the 'unsuitable for diversion' process and his ongoing support and to the other volunteers.  <b>To receive</b> the Clerk's report. None.  <b>To receive</b> up to date external meeting schedule and to decide who will attend meetings. Discussed and Clerk to update schedule. Cllr Strickland to attend OFWG meeting on 16 <sup>th</sup> January 25.	Clerk
24-25/64 24-25/64.1  24-25/64.2	<b>Matters arising from the previous meeting</b> <b>To receive</b> and update on the insurance implications and personal safety guideline for users when installing temporary road signs. See minute 24-25/62.1.  <b>To receive</b> update on speed reduction application. No new update yet.	Clerk
24-25/65 24-25/65.1 24-25/65.2	<b>Planning Matters to discuss</b> <b>To receive</b> any update on the planning schedule. None. <b>To discuss</b> any planning applications received prior to the meeting. The vice-chair invited comments on the following matter: (a) <a href="#">PL/2024/10378</a> Ashwell Cottage, 29 Great Hinton, Trowbridge, BA14 6BY. Householder planning application for erection of car port. Comments by 25/12/2024. Resolved: No objection.	Clerk

24-25/66 24-25/66.1	Maintenance to include items as below:- <b>To discuss and agree</b> Parish Steward jobs for the next visit. Cllr Norris stated that the PS had been gritting. The Vactor had been sited in the village but one drain is still blocked. Cllr Saunders to get exact location via What3Words and report on MyWilts app on behalf of the Council. Cllr Seed to be asked to intercede if necessary.	Cllr Saunders
24-25/66.2	<b>Footpaths – to receive, note and consider</b> as may be appropriate updates since the last meeting of the Council. None.	
24-25/66.3	<b>To discuss</b> Defibrillator update. Cllr Norris updated the meeting that the defib was now working with new battery. Clerk to investigate new support contract.	Clerk
24-25/67 24-25/67.1	<b>Memorial Hall</b> <b>To receive</b> any update on Memorial Hall matters. Cllr Andrew updated the meeting that she will attend the January meeting and that there were three new prospective Trustees.	
24-25/68 24-25/68.1 24-25/68.1a 24-25/68.1b 24-25/68.1c 24-25/68.2 24-24/68.3	<b>Finance</b> <b>Payments for approval:</b> Clerk's Salary December & January. Approved. Clerk's PAYE December & January paid by direct debit. Approved. Community Heartbeat Trust Inv 24508 - £27.00. Approved. <b>To approve</b> invoices/requests for payment received prior to the meeting. None. <b>Monthly Management Accounts</b> <b>Members to receive</b> the monthly financial report and bank reconciliation. See attached papers. A non-signatory member to sign the bank reconciliation and bank statements. Approved and signed by Cllr Strickland.	
24-25/69 24-25/69.1 24-25/69.2	<b>Budget and Precept 2025-26</b> <b>To discuss and approve</b> the final draft of the budget for 2025-26. Approved. <b>To discuss and approve</b> the precept demand for 2025-26. Approved.	Clerk Clerk
24-25/70 24-25/70.1 24-25/70.2 24-25/70.3 24-25/70.4	<b>Governance</b> <b>To discuss and approve</b> draft Standing Orders. Agreed to bring to next meeting. <b>To discuss</b> draft Financial Regulations. Agreed to bring to next meeting. <b>To discuss and approve</b> draft Code of Conduct. Agreed to bring to next meeting. <b>To discuss</b> Election process 2025. Discussed and Clerk to circulate information to the parish.	Clerk Clerk Clerk Clerk
24-25/71 24-25/71.1 24-25/71.2 24-25/71.3	<b>Correspondence previously sent to note:</b> NALC election information session for people who might be interested in becoming a Councillor. <a href="#">Click here.</a> Town & Parish Council information. CPRE invitation to Best Kept Village Competition. Agreed not to take part.	
24-25/72	<b>Confirmation of date of next meeting:</b> The Council confirmed the date of the next meeting to be held on 13 <sup>th</sup> March 2025 at 7.00pm	

24-25/73	To close the meeting – the meeting closed at 8.25pm.	
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Draft Until Signed