## GREAT HINTON PARISH COUNCIL

Parish Clerk - Mrs. Tekla Hicks

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.

Minute No.	Item	Action
24-25/59	Apologies – to receive and accept apologies.	
24-25/59.1	Apologies received - None.	
24-25/59.2	Absent – None.	
24-25/60	Declarations of Interest:	
	To receive any declarations of interest under the Parish Council's Code of	
	Conduct issues in accordance with the Localism Act 2011.	
	Cllr Andrew declared an interest in 24-26/65.2(a), and therefore took no part	
	in the discussion of this matter.	
24-25/61	Minutes: -	
	To consider and approve as a correct record, the minutes of the meeting held on 14 <sup>th</sup> November 2024.	
	The Parish Council considered and approved (without amendment) the	
	minutes of the Great Hinton Parish Council meeting held on 14 <sup>th</sup> November	
	2024 which were approved and signed by the Chair of the meeting.	
Standing Orders	s will be suspended to allow for public participation if required.	
24-25/62	Public participation:	
24-25/62.1	<b>To enable</b> members of the public to address the Council regarding any item on the agenda.	
	MOP in attendance to discuss the emergency road closures process. The agreement was as follows:-	
	<ul> <li>Induction of volunteers on 19.01.25 and arrangements to store signage.</li> <li>Agreed that the trigger for the process would be source information from TRRO/social media/visual in village. This would then require agreement from one councillor and the Clerk. The Clerk to notify volunteer group and Keevil Parish Council.</li> </ul>	Clerk
	Volunteer group organiser to have the contact details of Councillors. Councillors to give Clerk their written permission to pass on details to cover GDPR requirements. The Council approved the Risk Assessment for Volunteer deployment of temporary 'unsuitable for diversion' signs for Grear Hinton. Once these details have been received, the risk assessment to be sent to the volunteer group.	Clerk

Signed:		
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	<del>,</del>	
	On the suggestion of the Police Neighbourhood Inspector, the group would mobilise signage and request Police assistance.	Cllr Seed
	<ul> <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> </ul>	Cili Seed
	<ul> <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     </li> </ul>	Clerk
_	notified by Wiltshire Council.	
24-25/62.2	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.	
	To receive any petitions or deputations. None.	
Standing Orders	s will be reinstated following public participation, if any.	
24-25/63	Reports	
24-25/63.1	Wiltshire Council Update	
	<b>To receive</b> an update from Unitary Councillor, Jonathon Seed.	
	Cllr Seed updated the meeting regarding his appeal to LHFIG 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 here.	
	The Council also asked Cllr Seed to investigate the damage to the verge near	
	building work.	
24-25/63.2	To receive 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.	Clerk
24-25/63.3	To receive the Clerk's report. None.	
24-25/63.4	To receive up to date external meeting schedule and to decide who will	
	attend meetings. Discussed and Clerk to update schedule. Cllr Strickland to	
24.25/54	attend OFWG meeting on 16 <sup>th</sup> January 25.	
24-25/64	Matters arising from the previous meeting	
24-25/64.1	<b>To receive</b> and update on the insurance implications and personal safety guideline for users when installing temporary road signs. See minute 24-	Clerk
	25/62.1.	CICIA
24-25/64.2	<b>To receive</b> update on speed reduction application. No new update yet.	
24-25/65	Planning Matters to discuss	
24-25/65.1	<b>To receive</b> any update on the planning schedule. None.	
24-25/65.2	<b>To discuss</b> any planning applications received prior to the meeting. The vice-	
•	chair invited comments on the following matter:	Clerk
	(a) PL/2024/10378 Ashwell Cottage, 29 Great Hinton, Trowbridge, BA14	
	6BY. Householder planning application for erection of car port.	
	Comments by 25/12/2024. Resolved: No objection.	

24-25/66	Maintenance to include items as below:-		
24-25/66.1	<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		
	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.		
24-25/66.2	Footpaths – to receive, note and consider as may be appropriate updates		
	since the last meeting of the Council. None.		
24-25/66.3	To discuss Defibrillator update. Cllr Norris updated the meeting that the defib		
	was now working with new battery. Clerk to investigate new support	Clerk	
	contract.		
24-25/67	Memorial Hall		
24-25/67.1	To receive 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	Finance		
24-25/68.1	Payments for approval:		
24-25/68.1a	Clerk's Salary December & January. Approved.		
24-25/68.1b	Clerk's PAYE December & January paid by direct debit. Approved.		
24-25/68.1c	Community Heartbeat Trust Inv 24508 - £27.00. Approved.		
24 25 /60 2	<b>To approve</b> invoices/requests for payment received prior to the meeting.		
24-25/68.2	None.		
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24-24/68.3	Monthly Management Accounts		
	Members to receive 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	Budget and Precept 2025-26		
24-25/69.1	<b>To discuss and approve</b> the final draft of the budget for 2025-26. Approved.	Clerk	
24-25/69.2	To discuss and approve the precept demand for 2025-26. Approved.	Clerk	
24-25/70	Governance		
24-25/70.1	To discuss and approve draft Standing Orders. Agreed to bring to next	Clerk	
	meeting.		
24-25/70.2	<b>To discuss</b> draft Financial Regulations. Agreed to bring to next meeting.	Clerk	
24-25/70.3	To discuss and approve draft Code of Conduct. Agreed to bring to next	Clerk	
	meeting.		
24-25/70.4	To discuss Election process 2025. Discussed and Clerk to circulate	Clerk	
_	information to the parish.		
24-25/71	Correspondence previously sent to note:		
24-25/71.1	NALC election information session for people who might be interested in		
	becoming a Councillor. <u>Click here.</u>		
24-25/71.2	Town & Parish Council information.		
24-25/71.3	CPRE invitation to Best Kept Village Competition. Agreed not to take part.		
24-25/72	Confirmation of date of next meeting:		
	The Council confirmed the date of the next meeting to be held on 13 <sup>th</sup> March		
	2025 at 7.00pm		
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