

# GREAT HINTON PARISH COUNCIL

Parish Clerk – Mrs. Tekla Hicks

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

## Minutes of the general meeting held on Thursday 13<sup>th</sup> March 2025, in the Village Hall, Great Hinton at 6.00pm

**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:** None.

Minute No.	Item	Action
24-25/74 24-25/74.1 24-25/74.2	<b>Apologies</b> – to receive and accept apologies. <b>Apologies received</b> - None. <b>Absent</b> – None.	
24-25/75	<b>Declarations of Interest:</b> <b>To receive</b> any declarations of interest under the Parish Council's Code of Conduct issues in accordance with the Localism Act 2011. None.	
24-25/76	<b>Minutes:</b> - To consider and approve as a correct record, the minutes of the meeting held on 19 <sup>th</sup> January 2025. The Parish Council considered and approved (with amendment) the minutes of the Great Hinton Parish Council meeting held on 19 <sup>th</sup> January 2025 which were approved and signed by the Chair of the meeting.	
<i>Standing Orders will be suspended to allow for public participation if required.</i>		
24-25/77 24-25/77.1 24-25/77.2	<b>Public participation:</b> <b>To enable</b> members of the public to address the Council regarding any item on the agenda. None. <b>To receive</b> any petitions or deputations. None.	
<i>Standing Orders will be reinstated following public participation, if any.</i>		
24-25/78 24-25/78.1 24-25/78.2 24-25/78.3 24-25/78.4 24-25/78.5	<b>Reports</b> <b>Wiltshire Council Update</b> <b>To receive</b> an update from Unitary Councillor, Jonathon Seed. None. <b>To receive</b> Chair's report. <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.	Clerk
24-25/79 24-25/79.1	<b>Matters arising from the previous meeting</b> <b>To receive</b> update on speed reduction application. Cllr Winterburn updated the meeting with timescales for approval. Also noted was a road closure on 7-9 May at Semington to the Lamb on the Strand which will impact the village. It was agreed that Cllr Winterburn will request that the road is closed	Clerk

Signed: .....

	<p>before the entrance to Great Hinton so it will reduce impact on the village. Cllr Winterburn also updated the meeting that she had contacted Wiltshire Council and Cllr Seed regarding the verge damage in the village.</p> <p>There is another temporary road closure from 14-19 April in Keevil but Wiltshire Council are installing 'not suitable for diversion' signs for this.</p>	
<p><b>24-25/80</b></p> <p><b>24-25/80.1</b></p> <p><b>24-25/80.1a</b></p> <p><b>24-25/80.2</b></p> <p><b>24-25/80.3</b></p>	<p><b>Planning Matters to discuss</b></p> <p><b>To discuss</b> any planning applications received prior to the meeting. The vice-chair invited comments on the following matter:</p> <p><a href="#">PL/2025/00662</a> 6 Littleton, Semington, Trowbridge, BA14 6LG. Proposed variation of condition 2 (approved plans) relating to application PL/2024/01097 – to ratify and agreed unanimously via email. <b>Agreed – no objection.</b></p> <p><b>To receive</b> any update on the planning schedule. None.</p> <p><b>To discuss</b> any planning applications received prior to the meeting. None.</p>	Clerk
<p><b>24-25/81</b></p> <p><b>24-25/81.1</b></p> <p><b>24-25/81.2</b></p> <p><b>24-25/81.3</b></p> <p><b>24-25/81.4</b></p> <p><b>24-25/81.5</b></p>	<p><b>Maintenance to include items as below:-</b></p> <p><b>To discuss and agree</b> Parish Steward jobs for the next visit. Cllr Norris stated that the Vector had cleared the drains. The Back Lane flooding issue is the result of an underground spring so this will need to be monitored.</p> <p>The council thanked Cllr Saunders for clearing the graffiti in the bus stop.</p> <p><b>Footpaths – to receive, note and consider</b> as may be appropriate updates since the last meeting of the Council. None.</p> <p><b>To discuss</b> Defibrillator update. Clerk to investigate new support contract. Carry forward.</p> <p><b>To discuss</b> repair of bus stop bench. The council thanked Mr Burch and Mr La Turner for the work to the bench.</p> <p><b>To discuss</b> the grounds maintenance contract for 2025-26. It was agreed to continue with existing contractor but in future to get the maintenance inspected and approved regularly. Noted.</p>	Clerk
<p><b>24-25/82</b></p> <p><b>24-25/82.1</b></p>	<p><b>Memorial Hall</b></p> <p><b>To receive</b> any update on Memorial Hall matters. Cllr Andrew updated the meeting that she will attend her final meeting in April.</p>	
<p><b>24-25/83</b></p> <p><b>24-25/83.1</b></p> <p><b>24-25/83.1a</b></p> <p><b>24-25/83.1b</b></p> <p><b>24-25/83.1c</b></p> <p><b>24-25/83.1d</b></p> <p><b>24-25/83.2</b></p> <p><b>24-25/83.2a</b></p> <p><b>24-25/83.2b</b></p> <p><b>24-25/83.2c</b></p> <p><b>24-24/83.3</b></p>	<p><b>Finance</b></p> <p><b>Payments for approval:</b></p> <p>Clerk's Salary February &amp; March.</p> <p>Clerk's PAYE February &amp; March paid by direct debit.</p> <p>Clerk's expenses.</p> <p>SLCC Clerk's membership (apportioned) - £24.00.</p> <p><b>To approve</b> invoices/requests for payment received prior to the meeting.</p> <p>Cllr Saunder's expenses for graffiti cleaner. Approved</p> <p>Clerk's expenses for annual meeting refreshments. Approved.</p> <p>Great Hinton Memorial Hall – Invoice hall hire to March 25 £72.00 Approved.</p> <p><b>Monthly Management Accounts</b></p> <p><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 Winterburn.</p>	

<b>24-25/84</b>	<b>Governance</b>	
<b>24-25/84.1</b>	<b>To ratify</b> agreed appendix to risk assessment of GHPC Emergency Road Diversion Policy. Approved.	<b>Clerk</b>
<b>24-25/84.2</b>	<b>To discuss and approve</b> draft Standing Orders. Approved.	<b>Clerk</b>
<b>24-25/84.3</b>	<b>To discuss</b> draft Financial Regulations. Approved.	<b>Clerk</b>
<b>24-25/84.4</b>	<b>To discuss and approve</b> draft Code of Conduct. Approved.	
<b>24-25/84.5</b>	<b>To discuss</b> Election process 2025. More info <a href="#">here</a> . Discussed.	<b>Clerk</b>
<b>24-25/85</b>	<b>Correspondence previously sent to note:</b>	
<b>24-25/85.1</b>	NALC Chief Executive bulleting March 2025. Noted.	
<b>24-25/85.2</b>	Town and Parish Council update 14.02.2025. Noted.	
<b>24-25/86</b>	<b>Confirmation of date of next meeting:</b>	
	Annual Parish Council meeting on Thursday 8 <sup>th</sup> May 2025 at 7.00pm	
<b>24-25/87</b>	<b>To close the meeting</b> – the meeting closed at 7.45pm.	