

**Great Hinton Parish Council**  
**[www.greathintonparishcouncil.gov.uk](http://www.greathintonparishcouncil.gov.uk)**    **[clerk@greathintonparishcouncil.gov.uk](mailto:clerk@greathintonparishcouncil.gov.uk)**  
**Chair: Chloe Saunders**    **Parish Clerk: Tekla Hicks**

Membership: Councillors C. Saunders (chair), M. Winterburn (vice-chair), A Keith, S. Mehse, A. Kwasnicki.

**You are duly summoned** to attend Great Hinton Parish Council General Meeting on **Thursday 13<sup>th</sup> November 2025 at 7.00pm** to transact the following business at the location of the Great Hinton Memorial Hall, Great Hinton, Wiltshire.

*Tekla Hicks*

Tekla Hicks, StSLCC

**Parish Clerk & Responsible Financial Officer**

**AGENDA**

**25-26/55      Recording and filming of the meetings**

The chair will ask all those present if any member of the public is intending to record or film the meeting.

**25-26/56      Apologies**

**To receive** and consider apologies for those unable to attend.

**25-26/57      Declarations of Interest**

**To receive** any declarations of interest for items on the agenda under the parish council's Code of Conduct issued in accordance with the Localism Act 2011.

**25-26/58      Minutes of the previous meeting**

**To approve** as a correct record the minutes of the parish council meeting held on 11<sup>th</sup> September 2025.

**25-26/59      Reports**

- (i)      To note** any announcements by the chair.
- (ii)    To receive** an update from the Wiltshire Councillor A. Griffin.
- (iii)   To receive** clerk's report.
- (iv)    To receive and note** up to date external meetings schedule.

**25-26/60      Public Participation**

- (i)      To enable** members of the public to address the council regarding any item on the agenda\*.
- (ii)    To receive** any issues raised by members of the public in advance of the meeting.

**25-26/61      Planning Matters to discuss:**

- (i)      To receive** an update on the planning schedule.
- (ii)    To note and discuss** any other planning applications received before the meeting.

**25-26/62      Maintenance to include items as below:**

- (i)      To discuss and agree** parish steward schedule – consideration of jobs for next visits.

**25-26/63      Highways, Footpaths & Speeding**

**To discuss** highways, footpaths and speeding matters.

**25-26/64      Defibrillator**

**To discuss** new defibrillator options.

25-26/65      Finance

(i)      **Payments for Approval:**

- (a) Clerk's Salary November & December.
- (b) Clerk's PAYE paid via Direct Debit.
- (c) Clerk's expenses.
- (d) P. Bryant for website hosting Nov 24 to Oct 25 - £256.58.
- (e) TEEC new website and emails - £673.20.

(ii)      **To ratify** invoices already paid prior to meeting:

(iii)      **To approve** invoices/requests for payment received after the preparation of the agenda.

(iv)      **Monthly Management Accounts**

**Members to receive** the monthly financial report and bank reconciliations. See attached papers. A non-signatory member to sign the bank reconciliation and bank statements.

(v)      **Budget and Precept 2026-27**

**Members to review and agree** second draft of the proposed budget for 2026-27.

25-26/66      Memorial Hall

**To receive** an update on the Memorial Hall Committee.

25-26/67      Governance

- (i)      **To discuss** long term plan for the council.
- (ii)      **To discuss** GDPR Residents list update.
- (iii)      **To adopt** Draft IT Policy as required in the SAPPP assertion 10 of the Practitioners Guide 2025.
- (iv)      **To agree** meeting dates for 2026.
- (v)      **To discuss** adopting the NALC Civility & Respect Pledge for details: [Civility & Respect Pledge](#).

25-26/68      Agenda Items for next meeting

**To discuss or request** matters for the next meeting.

25-26/69      Confirmation of date of next meeting

For supporting documents, please visit [www.greathintonparishcouncil.gov.uk](http://www.greathintonparishcouncil.gov.uk)

\* Great Hinton Parish Council meetings are held in public, but they are not public meetings. Members of the public are very welcome to attend, and a session is provided to allow for questions to the chair (total three minutes). Outside the session, members of the public may only speak upon invitation from the chair. No decisions can be made on items raised during the meeting, but if council so wishes, items may be added to a future agenda for consideration.