

# Great Hinton Parish Council

Please reply to The Parish Clerk, Ms Naomi Mildenhall, Hawthorn House, 61 Dauntsey, Wiltshire. SN15 4HN  
Email: greathinton@gmail.com

Minutes of the Annual Meeting of the Parish Council held on **9<sup>th</sup> May 2024**  
at 7.30 pm in the Memorial Hall.

**Present:** Mrs S Andrew (Chairman), Mrs D Norris, Mrs M Winterburn, Mrs C Saunders and Mr K Strickland  
**In attendance:** Naomi Mildenhall (Parish Clerk), Four Parishioners

	Minutes
2024/01	<b>Election of Chairman</b>  Sue Andrew was elected Chairman (proposed by Mr Strickland and seconded Mrs Winterburn)
2024/02	<b>Apologies for Absence and to consider the reasons given</b>  Wiltshire Councillor J Seed
2024/03	<b>Declarations of Interest and Dispensations to Participate</b> None.
2024/04	<b>Minutes of the Council meeting</b> The minutes of the previous meeting held on 7 <sup>th</sup> March 2023 were approved and adjustments to the 11 <sup>th</sup> January 2024 minutes.  Mr Strickland asked if it was correct to amend the January minutes, as this was a name correction and spelling correction it was accepted.  (proposed Mr Strickland, seconded Mrs Andrew).
2024/05	<b>Public statements with respect to items on the agenda</b>  Historical Group requested to be copied into Planning applications that could affect the heritage of the Village, it was agreed to send them the weekly list when appropriate.  A resident raised concerns regarding a recent planning application and the lack of communication with neighbouring houses. The Clerk was instructed to contact Wiltshire Council Planning to raise the concern on behalf of the Council.  A request via email came in for an additional dog Bin, this was discussed but due to the cost it was agreed to not pursue at this time.  An email was received from Adrian Kwasnicki with a number of questions pertaining to traffic issues these are detailed in the Annual Parish meeting minutes but receipt of the email to be noted here.
2024/06	<b>Wiltshire Councillor Updates</b> None

# Great Hinton Parish Council

Please reply to The Parish Clerk, Ms Naomi Mildenhall, Hawthorn House, 61 Dauntsey, Wiltshire. SN15 4HN  
Email: greathinton@gmail.com

2024/07	<p><b>Parish Councillors Report</b></p> <p>The following reports were received:</p> <p>(a) <b>Highways/speed watch/Footpaths/traffic calming</b> – Mrs Winterburn prepared a report please see appendix I</p> <p>Mr Strickland raised concerns about the attempt to slow traffic and manipulate the traffic survey, the Parish Council supports an independent survey and discouraged this behaviour.</p> <p>(b) <b>Police - None</b></p> <p>(c) <b>Parish Steward</b> – The steward asked the council for permission to use weed killer in accordance with Wiltshire Council procedure. This was approved.</p> <p>(d) <b>Memorial Hall -None</b></p>
2024/08	<p><b>Annual Governance and Accountability Return 2023/24</b></p> <p>a. To approve Annual Internal Audit Report <b>2023/24</b> <b>All Councillors were satisfied with the internal controls.</b></p> <p>b. To approve Section 1 – Annual Governance Statement <b>2023/24</b> <b>Section 1 was approved unanimously, signed and dated.</b></p> <p>c. To approve Section 2 – Accounting Statements <b>2023/24</b> <b>Section 2 was approved unanimously, signed and dated.</b></p> <p>d. To approve Annual Governance and Accountability Return <b>2023/24</b> be submitted to External Auditor and published on WAPC website in accordance with statutory deadline of 1st July 2024 <b>Governance and Accountability Return and exemption certificate 2023/24 were approved unanimously, signed and dated.</b></p> <p>Proposed by Mrs Andrew Seconded Mrs Saunders</p>
2024/09	<p><b>Policies and Procedures</b></p> <p>The following were agreed:</p> <ul style="list-style-type: none"><li>- Governance, Finance and Management risk Register 2024</li><li>- Model Financial Regulations 2024</li><li>- Procedure for making online BACS payments 2024</li></ul> <p>Proposed Mrs Andrew seconded Mrs Saunders</p>
2024/10	<p><b>Planning applications, decisions, enforcement issues and appeals</b></p> <p>a) To note planning application considered by Parish Council since the last meeting: <b>None</b></p> <p>b) To consider the following planning applications:</p>

# Great Hinton Parish Council

Please reply to The Parish Clerk, Ms Naomi Mildenhall, Hawthorn House, 61 Dauntsey, Wiltshire. SN15 4HN  
Email: greathinton@gmail.com

	<b>None</b> c) To note the recent planning application decision made by Wiltshire Council <b>PL/2024/01145 – Fore Street Farm Back Lane, Conversion of barn to single use dwelling. Approved with conditions on thw 23rd April 2024.</b>
2024/11	<b>Parish Matters</b>  <b>None</b>
2024/12	<b>Ordinary Meeting Dates 2024/25</b> To agree provisional Council meeting dates for 2024/25 as follows; - July 18th - September 5th - November 14th - January 9th - March 13th - May (Annual Meeting) 15th (2nd Thursday every other month)

There being no further business the meeting was closed at 8.50pm

## Appendix.

### Payments made in between meetings

Payee name	Details	Payment date	Chq No.	Amount
N Mildenhall	Clerks Wages and Allowance	10/04/2024	471	£309.46
Barnett and Co	Accountancy yearly fee for HMRC processing	10/04/2024	472	£144.00

### Payments made at Parish Council meeting

Payee name	Details	Payment date	Chq No.	Amount
Bostrack Ltd	Website Hosting	09/05/2024	473	£256.55
WALC/NALC	Annual Subscription	09/05/2024	474	£84.89



18/7/24



# Great Hinton Parish Council

Please reply to The Parish Clerk, Ms Naomi Mildenhall, Hawthorn House, 61 Dauntsey, Wiltshire. SN15 4HN  
Email: greathinton@gmail.com

## Appendix I

### Annual Report 2024 Footpaths and Highways

It's been a busy year for footpaths and highways, starting with the replacement of a wooden stile by a kissing gate at the entrance of GHIN 16 and 17 (just off Peppercorn Orchard). The installation took place in August after a successful request to the Melksham Area Board LHFIF. As the cost was under £500, there was no contribution required from the PC.

Graham Holmes, has been in contact with Wiltshire Council on our behalf regarding the condition of Gypsy Lane (GHIN31), but he reports that 'any action would not be cheap and actually quite complicated'. Many thanks to Graham for the support he gives to our footpaths.

In March 2023 the Parish Council sought advice from the Highways Department on the current process required to change the speed limit in the village from 30mph to 20mph. It is worth noting that copies of the Grapevine show that speed issues have been a concern of the PC since 1988, and while a change from 40mph to 30mph was achieved, a move to 20mph has not yet been successful.

A request from Graham Holmes for another traffic survey was considered in June, and it was agreed not to apply until we investigated further. However, an increase in traffic prompted the decision to request resubmission of the application. To support this, I researched and prepared a summary document to inform villagers of the process and financial implications of proceeding. We were pleased to see such a wonderful show of support at our January meeting, at which we finalised our Highways Improvement Request to the LHFIF. Thank you to Adrian Kwasnicki for his presentation of evidence of traffic problems. The Chair, and myself had a site visit with Cllr Seed and Dean Baker, Highways Engineer in January to clarify our needs.

In collaboration with Keevil PC, our requests for a 'Road narrows', with a supplementary of 'Single track road for 1 mile' to be placed above new 'No entry for MOD vehicles' posts (£636.59), and 2 portable signs 'unsuitable for diverted traffic' (£118.23) were approved at the 8<sup>th</sup> Feb LHFIF meeting. We are expected to meet 25% of these costs. Installation is expected in May, with a decision yet to be made by the PC on the deployment of the temporary signs.

Despite our request for the location to be outside the village hall, the traffic survey was placed outside Barn Cottage to operate from 15<sup>th</sup> April for 7 days. We are awaiting the results.

In November I reported the broken Give Way sign at Coldharbour and several months later was pleased to see it back in place. In January, we were delighted to see the installation of the replacement crossroads signpost so beautifully crafted by the Keevil Shed. The PC made a small contribution to the cost of materials and have thanked them for their marvellous achievement. Adrian Kwasnicki has kindly agreed to lead a team to renovate the post at Coldharbour, with financial support from the Ladies Club.

Thank you to all villagers who have provided useful evidence to support us at this early stage in the latest journey to 20mph.

Quote from Chris Munday (PC Chair) in The Grapevine Summer 1994 'on the roads in winter and the speed of traffic throughout the year. Our Council is committed to our cause to seek a 20mph speed limit. I will let you know how this progresses'.



# Great Hinton Parish Council

Please reply to The Parish Clerk, Ms Naomi Mildenhall, Hawthorn House, 61 Dauntsey, Wiltshire. SN15 4HN  
Email: [greathinton@gmail.com](mailto:greathinton@gmail.com)

Mary Winterburn

9<sup>th</sup> May 2024