

GREAT HINTON PARISH COUNCIL

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Minutes of the ordinary parish council meeting held on Thursday 8th January 2026, in the Village Hall,
Great Hinton at 7.00pm.

Present: Councillors C. Saunders (Chair), S. Mehsen, A. Kwasnicki.

In attendance: T. Hicks (Clerk).

Minute No.

25-26/70 Recording and filming of the meetings

There were no members of the public in attendance, therefore this was not necessary.

25-26/71 Apologies

The council received apologies from Cllrs. Winterburn and Keith. The reasons for absence were considered and UNANIMOUSLY APPROVED.

25-26/72 Declarations of Interest

No declarations of interest were received.

25-26/73 Minutes of the previous meeting

The minutes of the parish council meeting held on 13th November 2025 were considered and UNANIMOUSLY APPROVED.

25-26/74 Reports

25-26/74.1 There were no announcements by the Chair.

25-26/74.2 An update from Wiltshire Councillor Griffin was received and read out by the Clerk. After discussion it was UNANIMOUSLY APPROVED to ACTION: Clerk to request whether a warning sign could be installed before the bend down to Cold Harbour to highlight the junction with Bridleway GHIN14.

25-26/74.3 The clerk updated the meeting regarding comments from councillors regarding the agenda and length of meetings. After discussion it was agreed:

- It was suggested that the Clerk should remind councillors two days prior to the agenda being created, to send in any requested additions.
- That councillors should send the Clerk written reports with any updates to be added to supporting documents. This will enable information to be shared prior to the meeting with any points to note or requests for discussion highlighted to be considered before the meeting to expedite resolutions.
- It was also noted that the Clerk's appraisal had not taken place. Cllrs. Saunders and Mehsen to suggest suitable dates to hold the appraisal.

25-26/74.4 The council noted the external meetings calendar.

25-26/75 Public Participation

25-26/75.1 There were no members of the public to address the council.

25-26/75.2 There had been no issues raised by residents for consideration.

25-26/76 Planning Matters to discuss:

25-26/76.1 The council received the planning schedule.

25-26/76.2 The council noted there were no further planning applications.

- 25-26/77 **Maintenance to include items as below:**
 25-26/77.1 Cllr. Mehzen updated the meeting with recent parish steward jobs. It was UNANIMOUSLY RESOLVED to ACTION: Cllr. Mehzen to update the website regarding parish steward jobs and what the council can ask the steward to carry out, to keep residents informed. Hedge cutting debris is an ongoing issue in the village. It was UNANIMOUSLY RESOLVED to ACTION: Clerk to create correspondence slips to be able to notify householders and bring to the next meeting for councillors to distribute when required.
- 25-26/78 **Highways, Footpaths & Speeding**
 The council discussed the following points and it was UNANIMOUSLY AGREED to ACTION:- Cllr. Kwasnicki to contact landowners to keep bridleways clear.
- 25-26/79 **Defibrillator**
 The clerk updated the meeting and after discussion it was UNANIMOUSLY RESOLVED to ACTION: Clerk to investigate the suitability of attaching a new defibrillator to the Water Pumping Station in the village. Cllr. Mehzen to investigate the option of installing a new defibrillator in Cold Harbour. Clerk to then apply for either one or two appliances.
- 25-26/80 **Finance**
 25-26/80.1 **Payments for Approval:** All APPROVED UNANIMOUSLY.
 25-26/80.1a Clerk's expenses - £84.80.
 25-26/80.2 Chair's expenses for Christmas Card printing - £71.48.
 25-26/80.3 There were no further requests for payment.
- 25-26/80.4 **Monthly Management Accounts**
 Council received and APPROVED UNANIMOUSLY the monthly financial report and bank reconciliations. Cllr. Mehzen signed the bank reconciliation and bank statements.
- 25-26/81 **Memorial Hall**
 Cllr. Kwasnicki updated the meeting that he would attend the future meetings in Cllr. Winterburn's absence.
- 25-26/82 **Governance**
 25-26/82.1 It was agreed to carry forward to the next meeting to allow a working party meeting to take place to discuss the council's long term plan . A report to follow.
 25-26/82.2 It was UNANIMOUSLY RESOLVED to adopt the IT Policy as required in the SAPPP assertion 10 of the Practitioners Guide 2025.
 25-26/82.3 It was UNANIMOUSLY RESOLVED to ACTION: Clerk to investigate moving the July and November meeting dates and bring to the next meeting.
 25-26/82.4 It was UNANIMOUSLY RESOLVED to adopt the NALC Civility & Respect Pledge for details: [Civility & Respect Pledge](#).
- 25-26/83 **Agenda Items for next meeting**
 Council gave the clerk items to be added for the next meeting.
- 25-26/84 **Confirmation of date of next meeting:** Thursday 5th March 2026 at 7pm if available. There being no further business, the meeting was closed at 8.25pm.

These minutes are subject to approval at the next council meeting.
 Minutes prepared by the clerk. 13/01/2026