

BROAD HINTON AND WINTERBOURNE BASSETT PARISH COUNCIL MEETING

Monday 6 July 2026, 7.30pm

Broad Hinton Village Hall

MINUTES

Councillors: Cllr Adrian Smith (AS) (Chair)
Present: Cllr Adam Gilmore (AG) (Vice Chair)
Cllr Damian Le Gresley (DL)
Cllr Tony Iles (TI)
Cllr Liz Moakes (LM)
Cllr Candace Gaisford (CG)
Cllr David Conroy (DC)

Apologies Cllr Louise Skillen (LS)
Cllr Ade Rudler (AR)

Cllr Allison Bucknell (AB) (Wiltshire Council)

Peter Barry (PB) (Clerk)

1. Introduction, Quorum & Declaration of Interests

The Chair welcomed all to the Meeting and informed all that he had received apologies from LS who was away and AR who was unwell. He declared the Meeting quorate. He asked for declarations of interest, and both TI and DL informed the Meeting of their interest in the planning agenda item.

2. Minutes of Parish Council Meeting held on 11 May 2026

The Minutes of the Parish Council Meeting held on 11 May 2026 were agreed by Councillors and subsequently signed by the Chair.

3. Matters Arising from last Meeting.

There were no matters arising from the last Meeting which were not already on the Agenda.

4. Issues Log and Actions Outstanding

The Issues Log and Outstanding Actions list was considered by the Meeting and updates given. The following actions were considered:

- Playground Proposal. LM and TI had agreed that this action rested on the final decision of the NDP. Action was closed.
- Ground Nesting Birds. Places where signage could be erected had yet to be cleared. AR had yet to make contact with the relevant farmers.
- Ground Nesting Birds. AR had placed a notice in the Village News and had obtained the necessary signage.
- Notice Boards. The proposed notice board on Post Office Lane had been discussed with the owner of the building and they were entirely content. Action closed
- Bus Stop Seats. Wiltshire Council were upgrading bus stops across the county to a new standard. We need to discover whether the WB bus stop would qualify for the upgrade. It was decided to leave this action open until the way forward became clearer.

- Strategic Spending Reports – New Items. The Clerk had included the new items to be considered later in the meeting. Action closed.
- The Clerk had received acknowledgement on receipt of the AGAR documents from the Government auditors. Action closed.
- NDP Referendum. As the final Decision Notice had not yet been received from Wiltshire Council, no decision could be made yet on the date of the Referendum.
- New Areas of Strategic Planning. This was to be discussed and agreed later in the meeting. Action closed.
- Councillors Contact Details. The Clerk had circulated an update list of Contact Details and these were to be agreed later in the meeting. Action closed.
- Church Bells. The Chair had written to the resident who had complained about the Church Bells. . Meanwhile LM had spoken to the BH Church Wardens and a way ahead had been agreed. LM agreed to make contact with the initial resident. Action closed.
- Social Event. The Chair and Clerk had yet to agree a date for a Council social event.

The Clerk was tasked to update the log which was live on the shared drive.....**Action: PB**

5. Councillors Assigned Roles

The Chair referenced two documents – one which included all of the Councillors details and the other with a list of assigned Roles and Responsibilities. The Chair took the meeting through the Contact Details ensuring each was correct. He then turned to the Assigned Roles document, where each Councillor was asked to agree the assignments for which they were nominated. A number of alterations were made and the Clerk was tasked to refresh the list and ensure the agreement of the relevant Councillor to each task.....**Action: PB**
Once the list had been completed and agreed, AG would post the roles onto the Council web site.....**Action: AG**

6. Finance Update

Bi-Monthly Finance Update. The Clerk introduced the subject of the Council finances which covered the months of May and June 2026.

In regard to Receipts, the Clerk stated that during the month in question the only receipt that had been received was the small amount of interest accrued in the Deposit Account.

In regard to Expenditure, it had been a busy couple of months. Apart from the usual sums required for Village Hall hire and the Clerk's salary and expenses, there were a number of other expenses that needed explaining. The subscription for On-Line mapping had been renewed and the CPRE annual subscription had been paid. The annual insurance premium had been paid and the Clerk noted that this was year three of a 3-year agreement. A major sum had been paid to Wiltshire Council for the speed limit alterations on the A 4361. DL noted that this was more than had been agreed at LHFIG, but the excess could be managed. AB stated that in future if the sum exceeded what had been agreed, then the Invoice should be returned as the excess should be paid from LHFIG funds. Finally there were small sums paid for refreshments at the Annual Parish Meeting and for the printing of ground nesting bird signs.

The consolidated Bank Account broken down by section is set out below

PC Bank Account Balances - as of 1 July 2026

Current Account: £315.65

Deposit Account (Total): £21,105.41 made up of

Deposit Account (General): £4,769.60
 Allotments: £960.00
 Defibrillators: £2,404.00
 Neighbourhood Plan: £1,253.27
 Maintenance Savings: £1,711.99
 Emergency Fund: £800.00
 Donations Fund: £370.00
 Traffic Speed Management: £300.00
 Highways: £2,810.57
 Major Projects: £3,626.00
 Notice Boards: £1,049.98
 Footpaths: £650.00
 Nature Improvements: £100.00
 EV Charger: £300.00

Strategic Spending Report. DL took the meeting through the figures where a number of entries had changed since the last meeting. The following points were covered:

- The Village Hall contribution had been changed from an energy storage battery to the procurement of the new projector system.
- For the Bus Stop repairs, £910.00 had been allocated and this was now underway.
- The sum of £500 had been set aside for Community Support events. There was no plan currently for how this is to be spent.

The Chair thanked DL for his very clear explanation. He asked that if possible a new column should be inserted showing the FY quarter in which the specific item was due to be spent. DL agreed to action this**Action: DL**

7. Planning

TI stated that all of the outstanding applications had been passed except for four, which were still ongoing. These were:

- PL/2025/09767 - The Lodge, Summers Lane, Broad Hinton, Swindon, SN4 9PA
- PL/2026/00924 - Bowmans Paddock, Winterbourne Bassett, Wiltshire, SN4 9QA
- PL/2026/03462 – The Winterbourne, Winterbourne Bassett, Wiltshire SN4 9QB
- PL/2026/03919 - The Farthings, 8 Fortunes Field, Broad Hinton, Swindon, SN4 9PW

Neighbourhood Plan Update. AG updated the meeting on all that had happened in the Neighbourhood Plan since the last meeting. The following points were covered:

- The examiner's report document had been submitted to Wiltshire Council and their decision to accept or otherwise was expected on 7 July.
- Assuming the result was positive, Wiltshire Council would return the document with comments to the Council to create the final Neighbourhood Plan document. The Steering Group then had 28 working days to create the final document taking into account the directions from Wiltshire Council. AG and DL agreed to lead on this.**Action: AG & DL**
- The agreed amended document would then be presented to the Council for endorsement. The Clerk was tasked to set a Teams meeting for this to happen ideally in late July.**Action: PB**
It was further agreed that members of the Steering Group who were not Councillors should also be invited to join this meeting.

- Wiltshire Council then had a further 28 working days to have the Referendum.
- The target date for the Referendum would therefore be at the end of September and it was always held on a Thursday.

The meeting then discussed the whole matter of campaigning to achieve a positive outcome at the Referendum. The following points were agreed:

- The Council would get involved with the campaign, but this would be led by the Steering Group.
- Comments should be sought from residents and then published in the Village News. It was important to include both supportive and less supportive comments.
- There were no laid out rules for campaigning, and all were asked to make maximum effort.
- Postal voting was allowed and those eligible should be encouraged to obtain a postal vote form if they wished to use this method.
- The Council will also encourage those that are not registered to vote to do so.
- AG and LM agreed to post a notice about the voting process and eligibility in the Local News, Council web site and social media.**Action: AG & LM**

8. Travel

LHFIG and A 4361. There had been renewed interest in the safety of the A 4361, following a number of recent accidents. AG had received letters from residents asking what the Council had planned. It was agreed that the most dangerous junction was the main entrance to Uffcott, known as the A4361/Salthrop junction. It was noted that the actual junction was in Swindon Borough Council area.

Attention turned to the Atkins A4361 Speed Limit Assessment (2018/19) which made recommendations on speed limit changes on the A4361 from Wroughton to Beckhampton. The recommendation for the reduction of the speed limit to 50mph from the Salthrop junction to Broad Hinton had just been implemented. AG had written to AB for more information about the assessment of the A4361 safety and Wiltshire Council Highways had concluded that compared with other roads in Wiltshire, the A4361 was not a particularly busy one. The number of accidents was not above the County average. But it was agreed that the Council should gather the information and prepare a report. AG agreed to put together a document gathering all the available information and emphasising what can and what cannot be done.

.....**Action: AG**

School Crossing. The subject of some form of controlled crossing in the area of Broad Hinton School had been raised once again. A proposal had been put forward by Wiltshire Council which included a reduction of the speed limit in the immediate school area to 20mph, as well as flashing yellow lights on all three approaches. Wiltshire Council has a special fund for this, so funding was available. At the moment the action lay with Wiltshire Council to start the project.

Bus Stops. The subject of the Winterbourne Bassett Bus Stops had already been raised. It was noted that one of the Bus Stop signs had been knocked over by the accident on the The Weir / A4361 junction. It was hoped that this would be replaced as part of the improvement plan. The Clerk was asked to action this**Action: PB**

9. Public Rights of way

Footpaths. It was noted that the footpath linking Pitchens End to Fortunes Field had become very overgrown and CG agreed to get a local handyman to clear this.....**Action: CG**
One resident had complained about an overhanging tree in the area of the Balancing Pond. The Clerk was able to confirm that the details of the contact at Thames Water who own the tree had been passed across. Finally the Chair noted that a number of fields in our area had changed hands and residents should be encouraged to keep to the footpaths.

10. Emergency Planning

LM noted that unfortunately the Meeting scheduled for 2 July had had to be postponed at short notice. She asked that a new date be found for this meeting as quickly as possible. She also agreed to circulate the Welcome Book which would be sent to all newly arrived residents.

.....**Action LM**
She reported that she had procured an Emergency Pack, which held vital items which would be useful no matter what the emergency. She hoped this could be housed in the Village Hall. If this was not possible, then The Crown would be the next best location. Finally LM asked that a phone be procured for specific use in emergencies. There was discussion over which number could be allocated and LM and DL agreed to look into this.**Action: LM & DL**

11. Amenities and Infrastructure

Salt Bin on Hackpen Hill. CG reported that too often the Salt Bin on Hackpen Hill was used as a rubbish container. The Meeting wondered if the Parish Steward could be instructed to empty it and the Clerk agreed to speak to him.**Action: PB**

Benches. The Meeting noted that £1000 had been allocated for the procurement of benches to be placed in popular areas. In regards to locations, AG agreed to lead in this area for Uffcott, whilst DL would do the same for Winterbourne Bassett. AR would look at locations for Broad Hinton, with Hackpen and the Whettles being possibilities.**Action: AG, DL & AR**

12. Strategic Planning

The discussion on the topics allocated followed on from the previous item and it was noted that funds needed to be set aside for this subject. The following points were covered:

- Children's Amenities. As mentioned above, this was closely tied to the outcome of the NDP Referendum. No action would be taken before the outcome of this.
- Bus Stops. Wiltshire Council had initiated a Bus Stop Improvement Plan and it was hoped that our Bus Stops would benefit from that. In particular it was hoped that the sign that had been knocked over by the accident on the The Weir / A 4361 junction could be restored with funds from the Improvement Plan. AG agreed to link with TI over the improvements to those Bus Stops owned by the Council.**Action: AG & TI**
- Benches. Already discussed under Amenities and Infrastructure.
- Planters. It was agreed that residents from Winterbourne Bassett and Uffcott needed to be involved with the placing of any Planters. AG and DL agreed to take on this task for their respective villages. The Meeting did not think Broad Hinton would benefit from Planters.**Action: AG & DL**
- Community Support Fund. After discussion the Meeting agreed that this fund was not appropriate for Parish Council as it falls under Wiltshire Council's responsibilities and so the item should be dropped.

13. Farm Liaison.

There was not a great deal to report on this subject. As had been mentioned earlier some of the farm land had changed hands and TI was agreed to liaise with the new owners to organise footpath mowing etc... **Action: TI**

14. Comms

There was considerable discussion over the communication plan for the referendum for the NDP, much of which has already been reported under Planning. The immediate priority was to get a note to all residents reminding them of the forthcoming Referendum and the following points were noted:

- This message should be placed in the Local News, Council web site and on Social Media.
- Once known, the date of the Referendum needs to be publicised.
- There needed to be a leaflet drop to every household.
- Those who wished to vote via postal voting should be encouraged to apply for the postal vote.
- Notices should be placed on all Notice Boards.
- A campaign advertising the forthcoming Referendum needed to take place. This had all been discussed earlier in the meeting.

The other points which needed to be emphasised were the introduction of the 50mph speed limit change on the A 4361 between the Weir junction and Salthrop junction, as well as the refurbishment of the La Strada bus stop shelter.

15. Reports from Wiltshire Council

The Chair asked AB is she had any points she wished to raise from Wiltshire Council. AB mentioned the following:

- Local Plan Update. A new Local Plan was under development. There was nothing further to report at this moment.
- Local Budget. Work was progressing on the local budget, and at the moment it looked as if it might come in under the initial sum.

16. Any Other Business

Salt Bins. CG asked that Councillors should look into the bins in their area and inform her if they needed replenishing.

Annual Parish Meeting – Resident's Letter. One resident in Winterbourne Bassett had written a letter of thanks which had been published in the Local News. The Meeting was extremely grateful for this vote of thanks and the Clerk was asked to write to the individual thanking her for her consideration. **Action: PB**

Annual Parish Meeting. The Chair asked that a lessons learned review for the Annual Parish Meeting be added as an Agenda item at the next Meeting. **Action: PB**

There being no further business the Meeting closed at 9.06pm