

BROAD HINTON AND WINTERBOURNE BASSETT PARISH COUNCIL MEETING

Tuesday 4 November 2025, 7.30pm
Broad Hinton Village Hall

MINUTES

Councillors: Cllr Adam Gilmore (AG) (Vice Chair) (remotely by Teams)

Present: Cllr Louise Skillen (LS)
Cllr Liz Moakes (LM)
Cllr Damian Le Gresley (DL)
Cllr Candace Gaisford (CG)
Cllr Ade Rudler (AR)

Apologies Cllr Adrian Smith (AS) (Chair)
Cllr Tony Iles (TI)
Cllr Jim Gunter (JG)

Cllr Allison Bucknell (AB) (Wiltshire Council)

Peter Barry (PB) (Clerk)

1. Introduction, Quorum & Declaration of Interests

The Vice Chair opened by informing the meeting that the Chair was in London at an assignment he could not miss. He had asked the Vice Chair to stand in as Chair. However as he was unwell and was joining the meeting remotely he asked the meeting to elect a Chair who was in the room. The meeting unanimously elected DL to act as Chair at the meeting.

The Chair declared the meeting quorate and asked if there were any declarations of interest. There were none. The Chair informed the meeting that he had received a note that Councillor Tony Iles was unable to attend the meeting as he had been unexpectedly held up. Also Councillor Jim Gunter was unable to attend the meeting and that the Vice Chair would be making a statement on this matter at the end of the meeting.

2. Minutes of Parish Council Meetings held on 2 September 2025

The Minutes of the Parish Council Meeting held on 2 September 2025 were agreed and signed off by the Chair.

3. Matters Arising from both Meetings.

There were none.

4. Issues Log and Actions Outstanding

The Issues Log and Outstanding Actions list was considered by the Meeting and updates given. The Clerk was tasked to update the log which was live on the Shared Drive.....**Action: PB**

5. Finance Update

Bi-Monthly Finance Update. The Clerk introduced the subject of the Council finances which covered the months of September and October 2025.

In regard to Receipts, the Clerk stated as well as the interest on the Deposit Account, the sum of £7,988.60 had been credited to the account. This represented the second half of the 2025/26 Precept.

In regard to Expenditure, apart from the usual sums required for Village Hall hire and the Clerk's salary and expenses, there were another number of expenses that needed explaining. A new wooden post had been procured to allow AR to complete the making up of the Post Office Lane signpost.

The Clerk also explained that the sum of £500 had been paid to Wiltshire Council as admin fees for the recent elections. Finally DL was reimbursed a small sum for all of the printing he had undertaken of the Regulation 15 document. The meeting thanked DL for all his hard work on this matter.

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

PC Bank Account Balances - as of 1 November 2025

Current Account: £431.39
Deposit Account (Total): £23,031.38 made up of
 Deposit Account (General): £10,321.97
 Allotments: £795.00
 Defibrillators: £1,204.00
 Neighbourhood Plan: £2,435.17
 Maintenance Savings: £1,229.57
 Emergency Fund: £600.00
 Donations Fund: £250.00
 Traffic Speed Management: £0.00
 Highways: £2,819.67
 Major Projects: £3,126.00
 Notice Boards: £0.00
 Footpaths: £250.00

Strategic Spending Report. DL took the meeting through the figures which he showed had changed little from last meeting. A summary of the relevant figures is laid out below:

Total Strategic Spending planned for 2025-2026	£11,617.50
Planned spend not yet paid out	£6,702.67
With the total Reserve balance being	£11,914.41
Deducting what is not yet paid out, Effective Reserves are	£5,211.74

During the subsequent discussion, the subject of a small generator was mentioned as part of the 2026-27 strategic spending in support of the Emergency Plan. No decision was taken at this time, and it was agreed that more thought would be needed before a decision was made to purchase such an item.

Precept 2026 – 27 Review. DL opened the subject by informing the meeting that ideally agreement needed reaching at this meeting over the figures for next year's Precept. DL then took the meeting through all of the sections explaining the split between those where we had legal responsibility; those where the Council had a vested interest; those where the Council had a moral responsibility; those which were considered should be included for the good of the community and those which

the Council considered worthy of support. In each case DL explained the current figures and where in most cases a minor increase was needed. His end figure showed an increase of 9.1% which the meeting considered acceptable.

In discussion LM asked that a figure be included for the purchase of children's amenities to create a playground in Broad Hinton. It was thought the green area around Pitchens End could be suitable, but was owned by Wiltshire Council. AG noted that this was in addition to the playground being required as part of the NDP land allocation in Broad Hinton and that we should look to improve children's amenities in all villages. Eventually the figure of £2,500 was agreed but it would still take several years to save up and/or significant grant funding would also be required. It was also agreed to insert a small figure under the NDP heading to cover such areas as printing and the sum of £100 for possible nature improvement. DL agreed to amend the figures and bring back the final document for formal acceptance at the next meeting.

.....**Action: DL**

6. Planning

In the absence of TI, the Clerk took the Meeting through the Planning Applications and Decisions that had occurred since the last meeting in July. LM declared an interest in the last item.

- BURMA HOUSE, UFFCOTT, SWINDON, SN4 9EY
Single storey rear extension (BHWBPC. No Objection. Wilts. Awaiting decision.)
- THE MANOR, WINTERBOURNE BASSETT, SWINDON, SN4 9PU
Subsequent Variation of condition 2 (approved plans) and Condition 3 to allow for changes to roofing material, and new structural steel and addition of bat and bird boxes to the plans (BHWBPC. No Objection. Wilts. Awaiting decision.)
- HEWGAR HOUSE, BROAD HINTON, SWINDON, SN4 9PA
Erection of a carport. (BHWBPC. No Objection. Wilts. Awaiting decision.)
- BURMA HOUSE, UFFCOTT, SWINDON, SN4 9EY
Residential dwelling & garage. (BHWBPC. No Objection. Wilts. Awaiting decision.)
- 2 RICKYARD COTTAGES, SUMMERS LANE, BROAD HINTON, SWINDON, SN4 9PS
T1 Hornbeam tree - Reduce in height by 50%. (BHWBPC. No Objection. Wilts. Approved.)
- MARLBOROUGH HOUSE, BROAD HINTON, SWINDON, SN4 9PA
G1 Dismantle the large Horse Chestnut and large Cypress group. T1 Dismantle the dead Ash tree. T2 Beech - Reduce crown by 2-3m on the garden side. Reduce weight of branch ends. G2 Beech group - Reduce crown by 2-3m. Reduce the crowns to match the tree closet to the house. (BHWBPC. On circulation. Wilts.)

Neighbourhood Plan Update. AG stated that following the Parish Council's Regulation 15 document review meeting held on Teams on 21 October (attended by AS, AG, DL, TI, AR, LS, CG, PB), two modifications had been made; Local Green Space designation for cricket pitch and modification to the redlines for the cricket pitch. He also mentioned that once the Regulation 15 documents had been formally accepted, the Steering Group (SG) would stand down until such time as the date of the Referendum had been agreed.

Regulation 15 Documents Approval. DL took the meeting through the responses of the SG to the points that had been made by councillors at the 21 October meeting. Whilst most points had been made clear and were agreed, LM highlighted that the 'red line' delineating the boundary between the area to be developed and the green space comprising the cricket pitch within site B2 had recently been changed by the landowner's representatives.

There was discussion over the size of the area which had been taken from the green space and moved into the development area. The meeting asked that the redline changes be reviewed again with the landowner and Hayfield Homes. It was agreed that AG should consult with all of the interested parties – in particular the land owner and try to get agreement to return to the original position of the 'red line' so there would be sufficient space for multi-sports on the green space, not just cricket.....**Action: AG**

DL also explained that there was one new document since the document review meeting, which was the Basic Conditions Statement. This is a legally required document that maps the NDP policies to national (NPPF) and Wiltshire Council policies. This had recently been completed by our consultant working with the SG. No issues were raised about this new document.

DL asked if apart from the matter raised above, the meeting was content with all other aspects of the amended Regulation 15 documents. He received this assurance. Nevertheless, owing to the important matter of the 'red line' in the cricket pitch area, full approval of the documents could not be given. AG agreed to consult and come back. The Clerk was tasked to stay in close touch and arrange a further short meeting to achieve full approval as soon as possible.**Action: AG & PB**

7. Travel

LHFIG. There had been no further action on the change of speed limit on the main road which had received Wiltshire Council approval.

AR noted that there was a 30mph sign still missing at the entrance to Broad Hinton from the Broad Town direction, despite being reported on MyWilts some time ago. AB agreed to look into this and ensure it was actioned.

DL noted that the re-surfacing of the WB road had resulted in a few complaints from residents about the quality of the work. AS had written to Wiltshire Council on the matter and a response was awaited. A BT cover on one of the pavements had been damaged by the road work lorries and this also had been reported. AR noted that there had also been an increase on litter at the end of Vize Lane from the works team.

Speed Awareness. AG reported that the Community Speedwatch was progressing well with the correct number of teams now trained and operating. He was also still working with the SID company to improve battery life by adjusting settings on the device. Unfortunately, a solar panel would not help much in the current location due to tree shading.

Bus Stops. CG noted that some of the Bus Stops in our area were in need to refurbishment. In particular, the roof of the Bus Stop opposite La Strada as in poor condition with slates missing. CG knew of a roofer who could have a look at this and agreed to come back with a costed proposal.....**Action: CG**

8. Public Rights of way

Footpaths. JG had produced an excellent overview of the state of the footpaths to the North of Broad Hinton and a decision was needed who should take this forward. It was agreed that much depended on how JG felt about remaining involved in this area, and both CG and AR agreed to liaise with JG to see how the work he had produced could be taken forward ...**Action: CG & AR**
In discussion it was agreed that there would be certain changes that would inevitably take place if the site allocation for the NDP results in development on site B2 and liaison with the landowners and Wiltshire Council would be needed to achieve the best result.

Signpost. AR reported that he was making good progress with the new signpost. A new post had been procured and he was now in the process of re-assembling the complete signpost. He hoped to have this re-instated in the near future.

9. Emergency Planning

LM reported that work was underway in the construction of an overall plan, but there was nothing new to report at this meeting.

Flooding. LS reported that she had attended a number of meeting to discuss the problem of flooding in Wiltshire. Compared with many we were extremely fortunate in our area as being high up and with chalky soil we were not prone to flooding as were many. There were a number of areas where flooding could occur, but if the ditches and culverts were kept clear, the likelihood was minimised.

10. Amenities and Infrastructure

AG went through the areas listed under this heading:

- Allotments. There was nothing to report on this subject, but AR agreed to take over the matter of Allotments on behalf of the Council going forward.
- Village Hall. There had been a significant number of changes to the Village Hall Committee, with a new Chair (Nick Moakes) and Vice Chair (Mark Miller). AG as the link between the Village Hall Committee and the Parish Council agreed to keep all informed.
- Schools. Nothing to report.

11. Strategic Planning

The initial meeting of the Strategic Planning Group is to take place on 24 November 2025.

12. Comms

Nothing to report

13. Any Other Business

There were a number of matters that were introduced.

Resignation. The Vice Chair stated that JG had decided to stand down from the Council with immediate effect. The meeting was effusive with praise for the amount of work and effort JG had undertaken over a period exceeding 10 years, as both a Councillor and as Vice Chair. He would be sorely missed and all at the meeting wished him the very best in the future.

AB reminded the meeting that Wiltshire Council would need to be formally informed of the resignation, which would result in a vacancy within the Council. The Clerk was tasked to inform Wiltshire Council accordingly.....**Action: PB**
DL informed the meeting that he had already removed JG from the councillors email list, and he would now also close down his email and Sharepoint access..... **Action: DL**

Complaints of Traffic through WB. DL reported that a letter of complaint had been received concerning the passage of large vehicles through WB. The complainant had written before and AS had drafted out a reply which DL summarised to the meeting. All agreed there would be no further action on this matter.

Meetings in 2026. The Clerk had submitted a list of possible dates for the Council to meet in 2026. These were:

6 January (already set); 3 March; 12 May (to include AGM); 7 July; 1 September; 3 November. Start time would be 7.30pm for all except the 12 May meeting which would include the AGM and would start at 7pm. All agreed to these dates.

The Clerk was asked to send out Outlook invites for all the meetings.....**Action: PB**

There being no further business the Meeting closed at 9.15pm