

# **BROAD HINTON AND WINTERBOURNE BASSETT PARISH COUNCIL MEETING**

Tuesday 7 January 2025, 7.30pm

In the Broad Hinton Village Hall

## **MINUTES**

<b>Councillors:</b>	Cllr Alex LaRoche (AL) (Chairman)
<b>Present:</b>	Cllr Adam Gilmore (AG) (Vice Chairman)
	Cllr Louise Skillen (LS)
	Cllr Damian Le Gresley (DL)
	Cllr Tony Iles (TI)
	Cllr Allison Bucknell (AB) (Wiltshire Council)
<b>Apologies</b>	Cllr Jim Gunter (JG)
	Cllr Candace Gaisford (CG)
	Cllr Lesley Catling (LC)
<b>In Attendance</b>	Mr Chris Ladd
	Peter Barry (PB) (Clerk)

### **1. Introduction, Quorum & Declaration of Interests**

The Chairman welcomed all to the meeting. The Meeting was declared quorate. The Chairman noted that she had received three apologies. Cllr Gunter was double booked, Cllr Gaisford was away on holiday and Cllr Catling was unwell.

### **2. Minutes of Parish Council Meeting held on 3 September 2024**

The Minutes of the Parish Council Meeting of 5 November 2024 were agreed and signed off by the Chairman.

### **3. Matters Arising.**

There were none.

### **4. Finance Update**

Council Accounts. The Clerk introduced the subject of the Council finances which covered the months of November and December 2024.

The only Receipts that had occurred in the period was the interest accrued on the Deposit Account.

In the Payments section for the two months, apart from the usual sums paid for the Clerk's Salary and Expenses as well as the Village Hall hire the following had been paid. The annual subscription for the web site domain name had been paid as had a small sum for a Christmas Tree.

The Clerk also pointed out that significant sums had been added to many of the Reserves. This was in preparation for the Precept which DL would be covering later. The following sums had been added:

Maintenance Savings	£500.00
Footpaths	£250.00
Donations Fund	£250.00
Emergency Fund	£200.00
Traffic Speed Management	£100.00
Highways	£1,000.00
Major Projects	£1,500.00

The Clerk pointed out that having made these adjustments, there was the sum of £5,862.64 remaining in the General Fund which was just the sort of sum needed. The Chairman also pointed out that each of the Reserves was being accrued for a specific purpose which the Council would be undertaking over the next years and that these projects were for the good of the Parishes generally.

The consolidated Bank Account broken down by section is shown under.

**PC Bank Account Balances - as at 1 November 2024:**

Current Account: £461.87
Deposit Account (Total): £18,409.69 made up of
Deposit Account (General): £5,400.77
Allotments: £827.96
Defibrillators: £1,283.00
Neighbourhood Plan: £2,117.00
Community Shop: £163.50
Maintenance Savings: £2,200.00
Emergency Fund: £400.00
Donations Fund: £400.00
Traffic Speed Management: £400.00
Highways: £1,819.67
Major Projects: £3,000.00
Notice Boards: £147.79
Footpaths: 250.00

2025/26 Precept. The Chairman reminded the Meeting that the total Precept sum needed to be agreed as the Clerk had to send our submission to Wiltshire Council by 20 Jan 25 at the latest. She asked DL to take the Meeting through his workings, which had been sent to Councillors earlier.

DL opened the discussion by stating that as a start he had raised the sum in each area by the rate of inflation. However there were certain areas where extra sums would be needed to pay for the projects that the Council had decided for 2025. These had already been covered by the Clerk in his explanation of the Accounts. DL then covered each of his subjects explaining the reasoning for any change in the forthcoming year. At the end of his workings, the total sum for the 2025/26 Precept worked out as £15,977.21. This represented an increase for the whole year of £1.35 per Band D household, or an increase of 3.4%.

## 5. Storage Containers

The Chairman suggested that as this subject might have implications on the Precept which needed to be agreed, that CL be asked to explain the background to the request for funding for The White Horse Cricket Club.

CL explained that there was a total of 4 Storage Containers which were housed up on the BH Cricket Pitch and which were used to store all the equipment used by the Cricket Club such as such as mowers but are also used to store marquees and chairs which were used for all the village events. Two of the containers were coming to the end of their useful life and needed replacing. Second hand containers retailed at about £1,000 each. CL was hoping that the Parish Council might offer a sum towards the replacing. The Cricket Club had funds of their own which could also be used and it was hoped that Wiltshire Council would match fund the sum donated from the Parish Council.

TI stated that he believed there was a disused 20ft container in the Tonic premises and he would see if this was available. If it was then it might replace one of the containers. TI agreed to look into this and report back .....**Action: TI**  
With that in mind the Meeting discussed the sum which could be donated towards the purchase of a replacement container. The Chairman asked CL for agreement from the Cricket Club Committee that these were not for the sole use of the Cricket Club and if the proposed development which includes a proposed multi sports facility goes ahead, that the Committee agrees to bring the container down next to the proposed building to be used by all villages and other sports facilities. CL agreed.

After discussion it was agreed to donate £250.00 towards this project – this sum to be taken from the Donation Reserve. The Meeting voted unanimously on this sum.

Returning to the Precept, the Chairman thanked DL for the enormous amount of work he had put in, in preparing the document and all of the details he had explained to the Meeting. She asked the Meeting to vote on accepting the sum shown for the Precept and the Meeting voted unanimously in favour. The Chairman thanked all and tasked the Clerk to send off the necessary paperwork to Wiltshire Council.....**Action: PB**

## 6. Planning

TI took the Meeting through the Planning Applications and Decisions that had occurred since the last meeting in November.

### Site Address

**YEW TREES, 153 YEW TREE LANE, BROAD HINTON, SWINDON, SN4 9PN**

### Proposal

**Erection of oak framed garden room extension**

### Link to Both Applications

[PL-2024-09010 153 Yew Tree Lane](#)

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300009dF0P>

### **Links to Circulation Form**

[Planning Application Circulation Form.docx](#)

[https://bhwbp.sharepoint.com/:w:/r/sites/councillors/\\_layouts/15/Doc.aspx?sourcedoc=%7BB740FA4A-B36E-40EA-9DC9-5755CEEF3E60%7D&file=Planning%20Application%20Circulation%20Form.docx&action=default&mobileredirect=true&wdOrigin=OFFICE-OFFICE-METAOS.FILEBROWSER.FILES-SITES-FOLDER](https://bhwbp.sharepoint.com/:w:/r/sites/councillors/_layouts/15/Doc.aspx?sourcedoc=%7BB740FA4A-B36E-40EA-9DC9-5755CEEF3E60%7D&file=Planning%20Application%20Circulation%20Form.docx&action=default&mobileredirect=true&wdOrigin=OFFICE-OFFICE-METAOS.FILEBROWSER.FILES-SITES-FOLDER)

**BHWBPC** No objection

**Wilts** Awaiting decision.

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### **Site Address**

The Manor, Winterbourne Bassett, Swindon, SN4 9PU

### **Proposal**

**Alterations to the 'Cart Shed' comprising of the introduction of timber cladding over the existing steel frame and concrete blockwork enclosure, the replacement of part of the concrete blockwork enclosure with a timber framed structure creating a garaging area, timber clad externally, the replacement of the existing asbestos roofing with a new metal standing seam covering, the installation of solar PV panels on the roof, the addition of a small Potting Shed and Store - replacing an existing timber pump enclosure.**

**(Resubmission of PL/2023/05137)**

Link to application

### **Link to Both Applications**

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000008u8vx>  
[PL-2024-08108 The Manor WB](#)

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000008tZm4>  
[PL-2024-08120 The Manor WB](#)

### **Links to Circulation Form**

[Planning Application Circulation Form.docx](#)

[https://bhwbp.sharepoint.com/:w:/r/sites/councillors/\\_layouts/15/Doc.aspx?sourcedoc=%7BDD6D3EF0-4F00-429B-8A4E-53DC016900FE%7D&file=Planning%20Application%20Circulation%20Form.docx&action=default&mobileredirect=true&wdOrigin=OFFICE-OFFICE-METAOS-FILEBROWSER.FILEBROWSER.FILES-SITES-FOLDER](https://bhwbp.sharepoint.com/:w:/r/sites/councillors/_layouts/15/Doc.aspx?sourcedoc=%7BDD6D3EF0-4F00-429B-8A4E-53DC016900FE%7D&file=Planning%20Application%20Circulation%20Form.docx&action=default&mobileredirect=true&wdOrigin=OFFICE-OFFICE-METAOS-FILEBROWSER.FILEBROWSER.FILES-SITES-FOLDER)

**BHWBPC** No objection

**Wilts** Approve with conditions.

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**Site Address**

Corusant House, Post Office Lane, Broad Hinton, Swindon, SN4 9PB

**Proposal**

Variation of condition 2 (Approved Plans) relating to PL/2023/06382.

**Link to Both Applications**

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ30000B6rpi>

**Links to Circulation Form**

 [Planning Application Circulation Form1.docx](#)

 [Planning Application Circulation Form1.docx](#)

**BHWBPC** No objection

**Wilts** Awaiting decision.

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**6. Highways & Maintenance**

With JG away, AG read out his notes on the subjects of Highways and Footpaths.

LHFIG. The next LHFIG meeting is scheduled for 12<sup>th</sup> Feb 25. JG expects to hear whether the legal notice required to reduce the speed limit on the A4361 section between Swindon and BH boundaries (Gadbourne Banks) to 50mph has now been approved. Once cleared we should then get a date for introduction.

The only scheme that would be outstanding is for the final section of the A4361 between BH and WB to similarly be reduced to 50mph. This was what we originally requested back in 2018. The Meeting discussed this subject and the general feeling was that this area should remain at the National Speed Limit as it did allow for safe overtaking. It was the section from the top of the hill by the WB turn to the limit of our boundary where 50mph was needed, as there had been a number of slight, serious and fatal accidents on this stretch, as well as many near misses with people turning into WB.

JG wished to know if anyone else had any suggestions for improvement? A crossing by La Strada had been mentioned, but most solutions such as an island in the middle of the road could only be introduced where there is street lighting. Also it was considered that the road was too narrow to accommodate an island. JG felt that we were unlikely to require any Substantive Schemes as these would be too expensive.

Speed Awareness. At the last Meeting, AG reported on the meeting with the residents of Yew Tree Lane (YTL). Since then 4 volunteers including AG had come forward to take on the task of introducing a Community Speed Watch scheme into the Parish. They had already undertaken Part 1 of the necessary training and further training in Feb and Mar had been booked. The discussion broadened to include installing Speed Indicator Devices (SIDs), and the choice of SIDs or gateways as the best way to control the speeding through the villages. It was agreed that SIDs would probably be the better option and AG agreed to handle any quotations that would be needed for funding. It was agreed to use the funds set aside for gateways, to purchase what was needed for SIDs. Finally, it was acknowledged that any SIDs that had been purchased could only be used at locations approved by Wiltshire Council, currently this in the YTL area. AG took an action to speak to AB to get further details of how and where SIDs can be deployed.....**Action: AG**

## **7. Footpaths and Maintenance**

Footpaths. AG reported on the situation where hedges were growing out into the footpath areas and what needed to be done to control this. It was the responsibility of residents to cut back their hedges where they encroached onto the highway, footpaths and other rights of way, but where this was not happening the following actions would be undertaken to get the matter resolved.

1. The resident would be informed by a Councillor of the problem and asked to take action.
2. If nothing then occurred, the resident would receive a formal letter from the Clerk, informing them of the need to take action.
3. If still nothing occurred the matter would be handed up to Wiltshire Council for enforcement.

AG agreed to oversee this and keep a necessary log.....**Action: AG**

MyWilts App. In regards to the ability of Councillors to interrogate the MyWilts website to see where action had been taken across the Parishes, AB informed the Meeting that currently there was no system in place that would allow this. However she did say that if anyone had any particular requests, if they were sent to her, she would take the necessary action.

## **8. Emergency Planning**

Update on the Yew Tree Lane Flooding Issue. Not much action had taken place in this area. However the Meeting asked if it would be possible for the Parish Steward to ensure the drainage ditches and gullies around the YTL area were kept clear. The Clerk informed the Meeting that he always conversed with the Parish Steward on days when he visited our Parish area and he would ensure this was logged.....**Action: PB**

The Meeting then discussed the need to reduce the overhang of some of the larger trees which would impact the double decker buses that would be coming through BH. AB and AG informed the meeting that we are waiting for identification of specific trees to be reduced which will be the responsibility of the land owner. When these are identified, the land owner can then be informed. It was agreed that if possible a suitable contractor with a cherry picker should undertake this task.

## **9. NDP Update**

AG gave an update on progress of the Neighbourhood Development Plan (NDP).

- The Steering Group have almost finished the NDP documents. The remaining work involves improving the document design and reducing the content to a more manageable amount for residents to read.
- The Steering Group is completing consultation with owners of properties that are proposed for inclusion as Non-Designated Locally-Valued Heritage Assets (NDLHAs). The meeting discussed these as there had been some confusion on what it meant for a property to be an NDLHA. AG explained that NDLHA provided moderate protection for these properties, whereas Designated Heritage Assets, such as Listed Buildings, Conservation Areas, SSSIs etc..., received significant protection and came with substantial constraints. AG confirmed that if an owner does not want their property included in the NDLHA list, then it wouldn't be, but the Steering Group was taking the time to explain NDLHAs to the owners.
- AECOM are due to complete the Strategic Environment Assessment report by 14<sup>th</sup> January – this is a statutory document that must accompany the NDP.
- The schedule for the NDP had been updated to take into account the remaining work outlined above.
  - March/Apr 2025 - Regulation 14 consultation – formal review with residents, adjoining Parish Councils and select stakeholders.
  - Jun/July 2025 - Regulation 16 consultation – formal review with broad stakeholders (Heritage England, NWD National Landscape etc...).
  - July/Aug 2025 – Regulation 17 consultation – review by an independent inspector appointed by WC.
  - Late Q3 2025 – Referendum.
- There is a public meeting at the village hall scheduled for 1<sup>st</sup> March where the Steering Group will present an overview of the NDP and explain the Regulation 14 process.
- DLG noted total actual and planned grant expenditure was £15,228.33 (paid by central government) and there was £2771.67 left from the £18,000 total available. DLG noted that this was seen as sufficient as the remaining expenses were needed to advise and guidance from our consultant during the formal consultation steps outlined above.
- AG noted that the final Regulation 14 version of the NDP would need to be approved by the Parish Council mid-February and an extraordinary meeting would need to be called.

The Chairmen thanked all on the NDP for their hard work and congratulated them on getting to stage 2.

## 10. Issues and Action Log

The Chairman went through the list of outstanding actions:

- Revision of Traffic Plan. JG, AG and TI to get together to arrange revision of out of date Traffic Plan. **Ongoing**
- Traffic Calming Measures. AG to introduce the idea of gateways at the entrance to the villages as a traffic calming measure . **Ongoing**
- Footpath from Fox Row to Manor in WB. DL to investigate who is responsible for cutting back the hedgerows that border the footpath running from the Manor to Fox Row in WB. **Ongoing**
- Yew Tree Lane Speedwatch Results. AG to put the results of the recent Yew Tree Lane Speedwatch results onto the Parish Web site and announce the CSW scheme. **Ongoing**

- Bus Routes Update. AG to publicise the new revised bus routes and timetables as widely as possible. Keep updating the community on progress getting the 49 through Broad Hinton village. **Ongoing**
- Footpaths. JG to liaise with respective farmer over the improvements needed to BHIN 3a. **Ongoing**
- Posts for Erection of Uffcott Notice Board. DL to arrange with TI the erection of the Uffcott Notice Board, now that the posts have arrived. Ideally this to be done before the end of the year. **Complete**
- Emergency Plan – SSEN Funding. JG to ensure the decision to abandon the idea of applying for Emergency Funding from SSEN is reflected in the revised Emergency Plan. **Ongoing**
- SSEN Electrical Supply. PB to make contact with SSEN to open discussion over reinforcing the resilience of the electrical supply to the area to avoid so many power cuts. **Complete**
- Rights of Way Book. JG to give his views on the Rights of Way book recently purchased and handed over at the Meeting. **Ongoing**
- Web Site Alterations. AG to organise the setting us up with a .gov.uk domain for our email address and web site rather than the .org.uk that we currently have. **Ongoing**
- Missing Bus Stop Sign. JG to contact Wiltshire Council concerning the missing bus stop sign at the Weir Farm/ Uffcott bus stop. **Ongoing**
- Single Page Minutes Summary. AG to set up the provision of a Single Page Summary of the agreed Minutes and PB to arrange these to be displayed on all Notice Boards. **Complete**
- BH Well Enhancement. CG to discuss with residents who overlook the BH Well, ways of enhancing the area. **Ongoing**
- Community Speed Watch scheme for Yew Tree Lane. AG to liaise with residents of Yew Tree Lane to agree the setting up of a CSW scheme with the necessary training needed. **Complete**
- Police Speeding through Villages. LS and CG to agree a letter to be written to the Wiltshire Police Liaison Officer concerning the problem with Police Cars speeding through the villages. **Complete**
- Hedges Alongside Roadway. AG to put together a list of properties where action was needed due to the incursion of their hedges into the roadway. **Complete**
- Christmas Drinks. PB to discover a suitable date for a Council get together for Christmas drinks and to warn off the Winterbourne accordingly. **Complete**

The Clerk would be sending out an amended Action list once the Minutes had been agreed.

.....**Action: PB**

## 11. Local Elections

The Chairman opened the discussion of the forthcoming Local Elections which are due to take place on 1 May 25. She reminded Councillors that prior to that date all had to stand down and then wait to see if there actually needed to be an election in our Parish. All those who were mindful to re-engage as Councillors needed to put in their paperwork to the Wiltshire Council office in Chippenham. Each Councillor did not have to take their form in person, provided it was handed in by an accredited person (e.g. the Clerk).

AB informed the Meeting that the current government were in the process of altering the way Councils operated with the desire to amalgamate into larger authorities, with the aim of saving money. This might mean Wiltshire Council amalgamating with Swindon Borough Council a fact



that both sides were against. If this was to come about it might mean the elections had to be delayed. However AB stressed that currently all in Wiltshire Council were working towards a 1 May election.

AB informed the Meeting that much more correspondence would be generated on this subject and Councillors should take note.

With the knowledge that some Councillors may not wish to stand again, the Chairman felt that we definitely needed some new blood in the Council.

The Chairman asked AG to produce a notice for the Local News, Noticeboards, PC website and social media encouraging residents to join the Council.....**Action: AG**

#### **14. Any Other Business**

The Chairman asked if there was any other business. The Clerk asked if all were happy with his proposed Meeting dates for 2025. All were happy and so the following dates have been agreed:

4 March; 13 May (to include Annual Meeting); 1 July; 2 September;  
4 November

So the next Meeting of the Council would be held on Tuesday 4 March 2025, starting at 7.30pm

There being no further business the Meeting closed at 9.40pm