

**HINTON CHARTERHOUSE PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council  
held on Wednesday 14<sup>th</sup> January 2026  
in the Memorial Hall, High Street, Hinton Charterhouse,  
commencing at 7.30 pm**

**Present:** Cllr. W.Sturges.  
Cllrs: Robertson, Jones, Holvey, Whiteley  
Mr Geoffrey Parkes (Parish Clerk)  
Ward Cllr. F.Gourley  
Alison Ward – Middlemarch Consulting (for part of the mtg)

**Apologies:** Cllrs. Featherstone.

**117. Introduction**

The Chairman welcomed everyone to 2026.

**118. Apologies for Absence**

Cllr Featherstone

**119. Declarations of Interest**

Councillors were reminded of their duty to declare any interests in any items on the agenda. Cllr Sturges declared that he is the Chairman of the Memorial Hall Trust (See Minute.No 128 iv) below).

**120. Minutes of The Meeting of The Parish Council 10<sup>th</sup> Dec 2025**

The Council considered the minutes of the Meeting of The Parish Council held on 10<sup>th</sup> Dec 2025. It was proposed by Cllr. Whiteley and seconded by Cllr. Holvey that the minutes of the meeting be signed and adopted as a correct record. All present agreed.

**Resolved:** That the minutes of the Meeting of The Parish Council held on 10<sup>th</sup> Dec 2025 be signed and adopted as a correct record.  
(The Chairman then signed the minutes)

**121. Financial Reports – 1<sup>st</sup> January.**

The Clerk had circulated to the Council the Financial Report for 1<sup>st</sup> January 2026, complete with the requests for retrospective and advance authority for payments. The Clerk reported that the Council's financial balance had now returned to a 'healthy' level and in accordance with Government guidance on reserves.

The following payments were made in Dec:

101422	G Parkes – Dec	419.06
101423	D Turvey – Dec	324.21
101424	HMRC PAYE – Dec	81.00

The following payments would be made in Jan:

101425	G Parkes – Jan	419.06
101426	D Turvey – Jan	324.21
101427	HMRC PAYE – Jan	81.00
101428	Enerveo Ltd. Quart.Maint.	301.96

101429            Local Authority Tech CIC (web & email)            328.80

Cllr. Robertson and seconded by Cllr. Whiteley proposed that this Statement be accepted. All agreed.

**Resolved**            That Financial Report for 1<sup>st</sup> January 2026, complete with the requests for retrospective and advance authority for payments be accepted.  
(The Chairman signed the Financial Statements)

The Clerk had distributed version No.4 of the Budget/Precept for 2026-2027. The Clerk and Steward thanked the Council for the pay increase in April even if they had not expected or asked for one.

The eventual overall Precept figure came to £21,428 a 6% increase. Cllr Holvey proposed that the Precept figure be accepted. Cllr Whiteley seconded the motion. All agreed. The Clerk would submit the Precept request to B&NES so that the overall Council Tax level could be set in February.

**122. Clerk's Report – New Email addresses and Website**

Cllr Roberston and the Clerk reported that they had set up the new website and had started populating it with information and documents. Councillors were encouraged to activate their new gov.uk addresses as soon as practical.

**123. Council's Risk Register Version No.25**

The Council is required to review and update its Risk Register at least once a year. The Clerk had circulated Version No.25 and requested that the Council adopt it.

Cllr. Robertson, seconded by Cllr. Whiteley proposed that the Council formally adopt Version No.25 of the Risk Register. All agreed.

**Resolved**            That the Council adopt Version No.25 of the Risk Register.

**124. Planning**

**For discussion**

- i) At this point the meeting was adjourned to hear a presentation from Alison Ward of Middlemarch Consultants. Alison Ward explained that she was a Rural Housing Enabler providing support services via the West of England Rural Network (which is funded by DEFRA). The entire aim is to provide affordable local housing for local people, with all the challenges that this faced in rural areas. Alison then went through examples and possible routes that a community could take. The first step would be for the Parish Council to commission a truly independent Housing Needs Survey in the Parish (the cost being met by DEFRA and the Government). This could be launched within a few weeks. The Council thanked Alison for her clear and helpful presentation (at which point she left the meeting). The Council reconvened and the Chairman proposed that the Council take up the offer promptly. Cllr Sturges, seconded by Cllr Jones proposed that the Council contact Alison ward and commission a Housing Needs Survey. All agreed. Cllr Whiteley generously offered to pay for a pub meal as a prize to encourage residents to complete the survey.
- ii) The B&NES Local Plan update. The Council assumed that the public consultation period was now over and that B&NES would be considering and filtering out options.

**125. Highways & Footpaths**

- (i) National Highways – A36 Trunk Road. There was nothing to report except some more survey work on the Limpley Stoke hill.
- (ii) Other Roads – B&NES. Cllr. Featherstone had met with residents on Green Lane to hear their request that the Village 30mph boundary be moved to include the houses at ‘The Triangle’ and the junction of the road to Newtown. Councillors wished to record their thanks to Richard Coles for improving the visibility of the B3110 Hogwood bend by clearing back the vegetation.
- (iii) Footpaths/Footways. There was nothing to report.

**126. Environment & Health**

Air Ambulance defibrillator training sessions. The Clerk reported that the Wiltshire & Bath Air Ambulance team had replied that they would provide a training and awareness session on Saturday 31<sup>st</sup> January at 11.00. Councillors agreed that HCPC should go ahead and book a session and that they would advertise the session and lay on refreshments in the Memorial Hall.

**127. Millennium Green Trust Committee & Play Area**

David Turvey had produced a report for January on the Millennium Green – the Clerk would circulate it to Councillors.

**128. Village Facilities**

- (i) Bin Bag Storage. Some work had started on the construction.
- (ii) Information Board on the Millennium Green. Ward Cllr. Gourley recommended that the MG Trust put in a request for funding via the Ward Councillors Ward Empowerment Fund.
- (iii) Street Lights. The Clerk had placed the order to replace a further 3 Sodium Lights with LEDs.
- (iv) Memorial Hall Deeds. Cllrs, Sturges, Robertson, Featherstone and Jones, plus the Clerk, had reviewed the Deeds relating to the Memorial Hall, held by the Somerset Archive centre in Taunton. It was clear that the HC Memorial Hall is owned by the Memorial Hall Trust for as long as the Trust wished to continue to provide a village facility. The Chairman had taken some legal advice and appeared that there would be no problem in appointing four Trustees, on a temporary basis, from volunteers within the Village, and that once these Trustees convened they could agree to transfer the role of Trustee to the Parish Council. The Council agreed that it could take on the role as Sole Trustee (using the Sole Trusteeship of the Millennium Green Trust as an example). The Clerk made it clear that both Trusts are independent Charitable organisations run by residents on a management committee for the benefit of the community. The Trustees role is to ensure oversight of the Trusts activities and that they are acting in accordance with Charity Commission rules. At no point does the Parish Council become an owner of the assets of either of the two Trusts (the ownership in theory ultimately residing with The Charity Commissioner).

**129. Police & Crime**

There had been a break into a tool storage container in Rosemary Lane. Residents were reminded to secure outbuildings at night.

**130. Free exchange of information not covered by any of the above**

The Parish Steward had reported the miss-use of the bin facilities near the Post Office by residents filling it with domestic rubbish. The Chairman undertook to talk to the residents concerned.

**131. Correspondence**

The Clerk placed the following correspondence on the table for Councillors to consult. Posters attached to this correspondence would be placed on the notice board. Any discussions about correspondence are noted below.

- (i) Nothing significant received.

**132. Date of Next Meeting & Specific Items for the Agenda**

The next meeting would be on Wednesday 11<sup>th</sup> Feb 2026 at 7.30pm. Items for the agenda should be submitted to the Clerk three working days before the meeting.

**The Meeting Finished at 9.00pm**

**Date of Next Meeting: Wednesday 11<sup>th</sup> February 2026 at 7.30pm in the Memorial Hall,  
High Street, Hinton Charterhouse**