

HINTON CHARTERHOUSE PARISH COUNCIL

**Minutes of the Meeting of the Parish Council
held on Wednesday 8th April 2026
in the Memorial Hall, High Street, Hinton Charterhouse,
commencing at 7.30 pm**

Present: Cllr. W.Sturges.
Cllrs: Robertson, Holvey, Whiteley, Jones
Featherstone
Ward Cllr. Gourley
Mr Geoffrey Parkes (Parish Clerk)

Apologies: None

163. Introduction

The Chairman welcomed everyone to Spring, and thanked everyone for coming to the meeting.

164. Apologies for Absence

None

165. Declarations of Interest

Councillors were reminded of their duty to declare any interests in any items on the agenda. There were no declarations.

166. Minutes of The Meeting of The Parish Council 11th Mar 2026

The Council considered the minutes of the Meeting of The Parish Council held on 11th Mar 2026. It was proposed by Cllr. Whiteley and seconded by Cllr. Jones 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 11th Mar 2026 be signed and adopted as a correct record.
(The Chairman then signed the minutes)

167. Financial Reports – 1st April.

The Clerk had circulated to the Council the Financial Report for 1st April 2026, complete with the requests for retrospective and advance authority for payments.

The following payments were made in Mar:

101435	G Parkes – Mar	225.46
101436	D Turvey – Mar	324.21
101437	HMRC PAYE – Mar	274.60

The following payments would be made in Apr:

101438	G Parkes – Apr	358.82
101439	D Turvey – Apr	340.48
101440	HMRC PAYE – Apr	166.20
101441	Enerveo Quarterly Maintenance	301.96
101442	Avon Local Councils Assoc. Sub	126.47

Cllr. Holvey and seconded by Cllr. Jones proposed that this Statement be accepted. All agreed.

Resolved That Financial Report for 1st April 2026, complete with the requests for retrospective and advance authority for payments be accepted.
(The Chairman signed the Financial Statements)

The Clerk had circulated the draft Income & Expenditure Account for 2025-2026, the Co-Op Bank Statement, and the reconciliation between the two. The final statements would be ready as soon as the Co-Op bank statement arrived. The Clerk had been unable to find out if the WERN grant or the Ward Cllr's grant had been paid in during the FY 25/26, or would fall into the start of FY 26/27. He anticipated that the statement would arrive in the next day or two (probably due to the late Easter holidays). The Clerk had also circulated the draft Annual Governance & Accountability Return – that would be completed and signed at the next Council meeting on 13th May.

168. Clerk's Report – Internal Audit

Clerk reported that the Internal Auditor from ASL had been expected to carry out a more detailed inspection of Council accounts and governance that day (8th April). The ASL auditor would be preparing an Internal Audit report in due course.

169. Planning

For discussion

- i) 25/04829/FUL – Freshford Tennis Club. New Clubhouse. Noted as Permitted.
- ii) Housing Needs Survey. Cllr Jones reported that the survey is funded by WERN and that consultancy agents had been in touch with a draft set of survey questions. The questions and the process were discussed by the Council. Cllr Jones explained that there would be a covering letter from HCPC – signed by the Chairman – that would explain the context; the need for the survey; and the anonymity of individual responses. The survey would go to all 200 or so registered addresses in the parish. The consultants are specialists in the field and in their experience a 25% return rate as usual, however, this can rise to 50% when there is a prize on offer.

Cllr Jones proposed that the Council adopt the survey and begin the process. Cllr Whiteley seconded the motion. All agreed unanimously.

Resolved That the Council adopt the draft questions and begin the process of the Housing needs survey.

170. Highways & Footpaths

- (i) National Highways – A36 Trunk Road. Friary Lane cross roads. The Chairman said he would ask B&NES about repositioning the hazardous sitting of the lane road sign – that obscures visibility for car drivers - when crossing from, or joining the A36, from Friary Lane.
- (ii) Other Roads – B&NES.
The Council noted that all the minor roads in the Parish had surface damage, but this was unsurprising considering the winter conditions. As always the

recommendation is to submit a report via Fix My Street. It isn't necessary to submit a photo, but it does help.

Cllr Jones said to Ward.Cllr Gourley that he would like to arrange a meeting with the B&NES road safety officer to talk about flashing speed signs – such as the one working in Midford.

Cllr Featherstone asked if anything had been heard from B&NES about repositioning the 30mph limit signs near the Triangle, to include the Newtown junction.

- (iii) Footpaths/Footways. The Council noted that they seemed to be clear of rubbish and litter.

There had been reports of some escaped turkeys seen on the footpaths on the Wellow – Midford side of the Parish.

171. Environment & Health

The Chairman reported that he had seen swallows and someone had heard a cuckoo for the first time in probably 10 years. Certainly, the hot air from the south seems to have helped with early arrivals.

The Clerk noted that on the website 'Is the UK Hot Right Now' that on Wednesday 8th April, that RAF Lyneham was 11 degrees above the long term average, whilst RNAS Yeovilton was 9 degrees above; which does reflect the unseasonable temperatures in Hinton Charterhouse that day.

172. Millennium Green Trust Committee & Play Area

The Trust had held its AGM on the 25th March. The meeting had approved the accounts and the Council was content that it had discharged its responsibility as Trustee.

173. Village Facilities

- (i) Bin Bag Storage. Tim had been seen measuring up some timber for the construction.
- (ii) Information Board on the Millennium Green. Ward.Cllr. Gourley had arranged for B&NES to deposit a £350 grant with the Council towards the design work on these. The design etc was to be set by the MG Management Committee.
- (iii) Public Notice Board. The second notice board outside the Rose & Crown had fallen apart. The Council agreed to look at a replacement in this financial year as there is clearly a need for the public to post news and events on it. The consensus seemed to be that an attractive wooden construction would be preferred to a cheaper metal solution.
- (iv) Memorial Hall. The Chairman and Clerk had both received copies of the ACRE publication on 'Halls For All'. From an initial reading it appeared that the HC Memorial Hall was not in a unique position, and that many similar halls had been established in the 1920s with similar problems that the hall currently faced. The Clerk felt that the first action might be to contact ACRE for their advice.

174. Police & Crime

There was nothing to report. Reports had been fairly quiet on Neighbourhood Watch.

175. Free exchange of information not covered by any of the above

Cllr Jones felt that the Annual Parish Meeting on 13th May would be a good opportunity to explain the background to the Housing Needs Survey.

176. 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.

177. Date of Next Meeting & Specific Items for the Agenda

The next meeting would be on Wednesday 13th May 2026 following on after the Annual Parish Meeting. Items for the agenda should be submitted to the Clerk three working days before the meeting.

The Meeting Finished at 8.25pm

Date of Next Meeting: Wednesday 13th May 2026 following the Annual Parish Meeting in the Memorial Hall, High Street, Hinton Charterhouse