

HULLAVINGTON PARISH COUNCIL

NOTICE OF MEETING – Public Notice of the meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

Dear Councillors,

You are hereby summoned to an Ordinary Meeting of the **Hullavington Parish Council**, which will be held on **Monday 8 September 2025 at 7:30 pm in the Meeting Room of St Mary Magdalene Church, Hullavington.**

Yours sincerely,

Justin Robinson

Justin Robinson
Locum Parish Clerk, 2nd September 2025

Public Question Time – an opportunity for members of the public to address the Council on any Council matter before the meeting commences. (Limited to 10 minutes)

AGENDA – Ordinary Meeting

1. **Apologies for absence. To receive and approve apologies for absence**
Apologies from Cllr Sarah Price-Tompkins
2. **Declaration(s) of Interest - In accordance with the Parish Councils Model Code of Conduct Order 2001 and revised Wiltshire Council Model Code of Conduct July 2012 and reviewed 2023.** To receive any declarations of interest from councillors on items on the agenda.
3. **Minutes of the Ordinary Meeting** – To receive and agree as a true record the Minutes of the Ordinary Meeting held on Wednesday 8 July 2025 and the Extraordinary Meeting held on 23rd July 2025.
4. **Chair's Report –**

To note **items received for circulation** and/or future discussion and items to be updated from last meeting. To note **maintenance** activities this month.

- a. To note communication received from Parishioners
- b. To note update on this month's PC communications
- c. To note actions including shop notice board refurb and Facebook page.
- d. To note website MOT and email addresses
- e. To note traffic calming feedback report update – Cllr Samra
- f. To note traffic calming action to consult LHFIG in October on short term and long-term measures – Cllr Atkey

5. **Planning Applications** – To note observations on applications received and to record comments on applications currently circulated or received after publication of agenda. All applications must conform to the Neighbourhood Plan.
 - a. PL/2024/11333 – Hullavington Arms – Change of use of former public house to residential use with associated amenity space and car parking.
 - b. PL/2025/03530 – Kingway Nurseries – Full planning application for the demolition of the remaining horticultural nurseries and erection of employment facilities comprising office and product development premises (Class E) and warehouse and light industrial facilities (Class B2 and B8). Ancillary uses include a mobility hub, café, and accommodation, together with landscaping, drainage, and other associated works.
6. **Finance and Administration**
 - a. To review and approve the mid-year budget update
 - b. To consider the quote for the fencing along the green.
 - c. To consider and approve the latest version of the Risk Register
 - d. To consider and adopt the updated Financial Regulations
 - e. To consider and approve the updated Asset Register
 - f. To formally accept the free provision of the picnic table and bench as recompense for supply of non-wheelchair accessible picnic bench on the Village Green, valued at £830.00 + VAT.
 - g. To approve the schedule of receipts and invoices for payment
 - h. To consider and adopt the Biodiversity Policy
 - i. To agree to obtain quotations for repointing the churchyard wall
 - j. To review and agree councillors' areas of responsibility
7. **Parish Assets and Amenities**
 - a. To consider the offer from Vistry for the public open space at the Buckly Place site
 - b. To note the purchase of Clerk's laptop, Microsoft 365 subscription and cloud access
 - c. To consider the disposal of the old bench on the village green and agree placement of the plaque
8. **Projects & Working Groups**
 - a. To receive an update from the mobile telephony working group – Cllr Anderson on behalf of Cllr Price-Tompkins
 - b. To receive an update from the Hullavington Community Benefits Society
 - c. To receive a verbal report from the Neighbourhood Development Team and consider the group's terms of reference – Cllr Durrant
9. **Highways and footpaths**
 - a. To receive an update on the ownership of Parsons Walk footpath.
 - b. To receive a report from the Flood management onsite meeting – Cllr Atkey
 - c. To consider the proposal for the LHFIF highways improvement on The Street – Cllr Lawley
10. **In Confidence: Council to resolve to exclude the press and public from the remainder of the meeting owing to the confidential nature of the business to be transacted (staffing matters).**
 - a. **Staffing Committee Update** – To consider and approve the motion to appoint Dannielle Hemmings as Clerk and Responsible Finance Officer
 - b. **Handover status:** To receive a verbal report on the handover from previous clerk

11. Date of Next Meeting

Ordinary Meeting of the Parish Meeting Wednesday 8^h October 2025 at 7.30pm held in the village hall.
