

Winterbourne Parish Council

Parish Clerk: Mrs Tekla Hicks
clerk-parishcouncil@thewinterbournes.org.uk



Membership: Councillors R. Judd (Chair), C. Bruce-White (Vice-Chair), N. Palmer, J. Harrison, B. Mackie, S. Palluel, R. Horner.

You are duly summoned to attend the General Meeting of Winterbourne Parish Council (WPC) on **Thursday 22nd January 2026 at 7.30pm** to transact the following business at the location of the **Glebe Hall (Ron Burton room) Winterbourne Earls, Salisbury, Wiltshire SP4 6HA.**

Tekla Hicks - PSLCC, Parish Clerk & Responsible Financial Officer

AGENDA

- 25-26/111 **Recording and filming of the meetings**
The chair will ask all those present if any members of the public is intending to record or film the meeting.
- 25-26/112 **Apologies**
To consider apologies for those unable to attend.
- 25-26/113 **Declarations of Interest**
To receive any declarations of interest for items on the agenda under the Parish Council's Code of conduct issues in accordance with the Localism Act 2011.
- 25-26/114 **Public Forum**
25-26/114.1 To enable members of the public to address the council regarding any item on the agenda.*
25-26/114.2 To receive any petitions or deputations.
- 25-26/115 **Minutes of the previous meeting**
To approve as a correct record the minutes of the Parish Council meeting held on 18th December 2025.
- 25-26/116 **Co-Option of Parish Councillor (2 Vacancies)**
To consider any applications for Co-Option of Parish Councillors.
- 25-26/117 **Reports**
25-26/117.1 To receive an update from Unitary Councillor, Lainey Barker.
25-26/117.2 To receive chair's report.
25-26/117.3 To receive up to date external meetings.
25-26/117.4 To receive report regarding Glebe Hall Committee meeting – Cllr. Palluel.
- 25-26/118 **Planning Matters to discuss**
25-26/118.1 To note and discuss any other planning applications received before the meeting.
25-26/118.2 To note the up-to-date planning schedule.
- 25-26/119 **Maintenance to include items as below**
25-26/119.1 To consider Parish Steward jobs - Cllr Judd.
25-26/119.2 To note Community day event(s) – Cllr Palmer.
25-26/119.3 To note and discuss WPC Maintenance Log.

- 25-26/120 **Finance**
- 25-26/120.1 **Payments for approval/to ratify:**
- 25-26/120.1a Clerk's expenses to 31.12.2025.
- 25-26/120.1b Hurdcott Landscapes INV-9712 - £440.
- 25-26/120.1c Oxarix website hosting Inv-015 - £90.
- 25-26/120.1d Glebe Hall - £635.95 towards electrical/gas improvements.
- 25-26/120.1e SLCC Invoice MEM257545-1 - £60.16 Clerk's membership (apportioned pro-rata FTE 16%).
- 25-26/120.2 **To agree and approve** any invoices for requests for payments received after the publication of the agenda.
- 25-26/120.3 **Monthly Management Accounts**
Members to receive the monthly financial report and bank reconciliation. A non-signatory to sign the bank reconciliation.
- 26-26/120.4 **To agree** to retain internal auditor J. Bailey (FCCA) for the end of year audit and ongoing payroll.
- 25-26/121 **Amenities including Allotments**
- 25-26/121.1 **To agree** allotment tenancy agreement and rates for 2027-28.
- 25-26/121.2 **To discuss** any other amenity matters to be brought to the council's attention.
- 25-26/122 **Glebe Hall**
- 25-26/122.1 **To note and discuss** Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings and matters to be brought to council's attention.
- 25-26/122.3 **To discuss** the CCTV system at the hall.
- 25-26/122.4 **To discuss** any new matters regarding the Glebe Hall lands or car park for its consideration.
- 25-26/123 **Playground**
To receive and discuss updates of playground inspections.
- 25-26/124 **St. Edward's Churchyard**
To receive and discuss Churchyard Improvement Action Plan.
- 25-26/125 **Highways, Footpaths & Speeding**
- 25-26/125.1 **To discuss** road surface and potholes in the village.
- 25-26/125.2 **To receive** any new matters to be brought to the council's attention.
- 25-26/125.3 **To discuss** merit in attending Area Board meeting in March to raise speeding issues.
- 25-26/126 **Staffing**
To note the Clerk's new CiLCA qualification and contractual uplift in salary by one scale point to reflect this.
- 25-26/127 **Correspondence to note**
- 25-26/127.1 Amesbury Police Rural Parish Council Report December 2025.
- 25/26/127.2 Schedule of local road closures from 02.02.2026 – 27.03.2026.
- 25-26/127.3 Digital Wiltshire initiative launch information.
- 25-26/128 **Confirmation of date of next meeting:** Thursday 26th February 2026.

For Supporting Documentation, click [here](#). or scan the QR code.

15.01.2026



* Winterbourne Parish Council meetings are held in public, but they are not public meetings. Members of the public are very welcome to attend, and a session is provided to allow for questions to the chair (total three minutes). Outside the session, members of the public may only speak upon invitation from the chair. No decisions can be made on items raised during the meeting, but if the Council so wishes, items may be added to a future agenda for consideration.