

# Winterbourne Parish Council

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



Membership: Councillors C Penn (Chair), R Judd (Vice Chair), N Palmer, P Biggins, J Harrison, M Ansonia, C Bruce-White, G Griffiths.

You are summoned to attend a general meeting of Winterbourne Parish Council (WPC) on **Wednesday 15<sup>th</sup> January 2025 at 7.30pm** to transact the following business at the location of the Glebe Hall (Ron Burton room) Winterbourne Earls, Salisbury, Wiltshire SP4 6HA.

T Hicks,  
Parish Clerk & Responsible Financial Officer

## AGENDA

No.	Item
1.	The Clerk to invite nominations for the vacant role of Chair for this meeting. To approve.
2.	Apologies: To receive and accept apologies for those unable to attend.
3.	Public participation: (i) To enable members of the public to address the Council regarding any item on the agenda. (ii) To receive any petitions or deputations.
4.	Declarations of Interest: To receive any declarations of interest under the Parish Council's Code of Conduct issues in accordance with the Localism Act 2011.
5.	Minutes of the previous meeting: To approve as a correct record the minutes of the meeting held on 18 <sup>th</sup> December 2024.
6.	Reports: (i) To receive an update from Unitary Councillor - Mr Andrew Oliver. (ii) To note Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings. (iii) To receive up to date external meetings schedule and to decide who will attend meetings.
7.	Matters Arising from previous meetings: (i) To discuss any matters arising after the agenda has been published.
8.	Planning Matters to discuss: (i) To discuss/ratify and comment: (a) <a href="#">PL/2024/11278</a> – The Old Telephone Exchange, Main Road, Winterbourne Dauntsey, Salisbury, SP4 6EH. Full planning permission sought for change of use to land from Orchard/Agricultural to Additional Residential Garden (retrospective). <b>Comments by 30.01.2025.</b> (ii) To note up to date planning schedule. (iii) To note and discuss any other planning applications received before the meeting.
9.	Maintenance to include items as below: (i) Parish Steward: consideration of jobs for next visit – Cllr Judd. (ii) Community day event(s) – Cllr Palmer. (iii) Review WPC Maintenance Log - to include Glebe Hall Car Park maintenance.
10.	Finance: (i) Payments for approval:

	<p>(a) Clerk's Salary  (b) Clerk's Pension  (c) Hurdcott Landscapes INV-8999 - £440</p> <p>(ii) <b>To agree and approve</b> any invoices for requests for payments received after the publication of the agenda.</p> <p>(iii) <b>Monthly Management Accounts</b>  <b>Members to receive</b> the monthly financial report and bank reconciliation. See attached papers. A non-signatory to sign the bank reconciliation.</p>
11.	<p><b>Budget 2025-26</b>  A final draft is attached for discussion and approval.</p>
12.	<p><b>Playground</b>  <b>Members to receive</b> an update from the Clerk with the insurance requirements/implications of weekly playground inspections and who will carry this out, training requirements etc.</p>
13.	<p><b>Governance</b></p> <p>(i) <b>Glebe Hall</b>  (a) <b>To receive</b> an update from Cllr Griffiths regarding WGHMC/WPC Representative vacancy.  (b) <b>To discuss</b> Glebe Hall grant, b/f from last meeting.</p> <p>(ii) <b>To discuss</b> the model Biodiversity Policy requirements and example presented.</p> <p>(iii) <b>To discuss</b> Elections 2025. Wiltshire Council page for nominations forms to be found <a href="#">here</a>.</p>
14.	<p><b>Amenities including Allotment site at Down Barn Road:</b></p> <p>(i) To discuss any allotment matters including the car park.</p>
15.	<p><b>Correspondence to note/discuss:</b></p> <p>(i) Temporary Road Closure Notice  (ii) Wiltshire Local Plan Review  (iii) NALC update 9<sup>th</sup> Jan 2025  (iv) Wiltshire Council Devolution Update  (v) NALC open letter to Town &amp; Parish Councils  (vi) Police &amp; Crime Commissioners Precept Consultation  (vii) Wiltshire Police Update</p>
16.	<p><b>Confirmation of date of next general meeting: 19<sup>th</sup> February 2025.</b></p>
17.	<p><b>To close the meeting</b></p>

For Supporting Documentation:

10/01/2025

