

# 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.

You are duly summoned to attend the General Meeting of Winterbourne Parish Council (WPC) on **Wednesday 16<sup>th</sup> July 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.**

*Tekla Hicks*, Parish Clerk & Responsible Financial Officer

## AGENDA

- 25-26/38     **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.
- 25-26/39     **Apologies**  
To consider apologies for those unable to attend.
- 25-26/40     **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.
- 25-26/41     **Public Forum**  
25-26/41.1    To enable members of the public to address the council regarding any item on the agenda.\*  
25-26/41.2    To receive any petitions or deputations.
- 25-26/42     **Minutes of the previous meeting**  
To approve as a correct record the minutes of the Annual Parish Council meeting held on 18<sup>th</sup> June 2025.
- 25-26/43     **To consider any applications for Co-Option of Parish Councillor (3 Vacancies)**
- 25-26/44     **Reports**  
25-26/44.1    To receive an update from Unitary Councillor.  
25-26/44.2    To receive chair's report.  
25-26/44.3    To note Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings.  
25-26/44.4    To receive up to date external meetings schedule and to decide who will attend meetings.
- 25-26/45     **Matters Arising**  
To discuss any matters arising after the agenda has been published.
- 25-26/46     **Planning Matters to discuss**  
25-26/46.1    To discuss/ratify and comment on the following applications:  
25-26/46.1a   [PL/2025/04933](#) Salt Lane, Winterbourne Gunner, Salisbury, SP4 6LW. Proposed change of use from Caravan Storage/Agricultural and Construction of a Self-build Residential Dwelling and Garage. Comments by 17.07.2025.

- 25-26/46.1b [PL/2025/05471](#) Meadow House, Winterbourne Gunner, Salisbury, SP4 6EQ. Notification of proposed works to trees in a conservation area – T1 Walnut Tree – reduce by 30% (2.5m). Comments by 22.07.2025.
- 25-26/46.2 To note and discuss any other planning applications received before the meeting.
- 25-26/46.3 To note the up-to-date planning schedule.
- 25-26/47 **Maintenance to include items as below**
- 25-26/47.1 Parish Steward – issues with stewarding the village. Update Cllr Judd .
- 25-26/47.2 Parish Steward - consideration of jobs for next visit – Cllr Judd.
- 25-26/47.3 Community day event(s) – Cllr Palmer.
- 25-26/47.4 Review WPC Maintenance Log - to include Glebe Hall Car Park maintenance, footpaths & hedges.
- 25-26/47.5 Speed Indicator Device – whether to extend the SID warranty as invited to do by Elan City.
- 25-26/48 **Finance**
- 25-26/48.1 **Payments for approval:**
- 25-26/48.1a Clerk’s Salary.
- 25-26/48.1b Clerk’s Pension.
- 25-26/48.1c Clerk’s expenses to 31/07/2025.
- 25-26/48.1d Oxarix INV 013 quarterly website hosting - £90.00
- 25-26/48.1e Hurdcott Landscapes INV-9357 - £440.
- 25-26/48.1f Sarum Graphics 10395 - £60.00
- 25-26/48.2 To agree and approve any invoices for requests for payments received after the publication of the agenda.
- 25-26/48.3 **Monthly Management Accounts**  
**Members to receive** the monthly financial report and bank reconciliation. See attached papers. A non-signatory to sign the bank reconciliation.
- 25-26/49 **Amenities including Allotment site at Down Barn Road**
- 25-26/49.1 To discuss any allotment matters including the car park.
- 25-26/49.2 To discuss any other amenity matters to be brought to the council’s attention.
- 25-26/50 **Governance**  
To discuss website and email SAPP compliance.
- 25-26/51 **Correspondence to note/discuss**
- 25-26/51.1 Correspondence from a resident regarding Glebe Hall car parking issues.
- 25-26/51.2 Temporary Traffic Notification of road closure on The Portway – 23.07.2025.
- 25-26/51.3 Amesbury Rural Police Report June 2025.
- 25-26/52 **Confirmation of date of next meeting:** Thursday 25<sup>th</sup> September 2025.

For Supporting Documentation:

09/07/2025



\* 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.