

# 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.

**You are hereby summoned** to attend the General Meeting of Winterbourne Parish Council (WPC) on **Wednesday 18<sup>th</sup> June 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

### 1. Apologies

To consider apologies for those unable to attend.

### 2. 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.

### 3. Public Forum

- (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. Minutes of the previous meeting

- (i) To approve as a correct record the minutes of the Annual Parish Council meeting held on 21<sup>st</sup> May 2025.
- (ii) To note any matters arising from the minutes of the meeting held on 21<sup>st</sup> May 2025.

### 5. To consider applications for Co-Option of Parish Councillor (4 Vacancies)

### 6. Reports

- (i) To receive an update from Unitary Councillor.
- (ii) To receive chair's report.
- (iii) To note Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings.
- (iv) To receive and consider a report on the WGHMC meeting attended by Steve Palluel.
- (v) To receive up to date external meetings schedule and to decide who will attend meetings.
- (vi) To receive and consider a report on transport matters from Cllr Harrison.

### 7. Matters Arising

- (i) To discuss any matters arising after the agenda has been published.

### 8. Planning Matters to discuss

- (i) To discuss/ratify and comment on the following applications:
  - (a) [PL/2025/04872](#) 1 Sunnyside Cottages, Winterbourne Earls, Salisbury, SP4 6EZ. Notification of proposed works to trees in a conservation area. Holly tree – fell. Comments by 24.06.2025.
- (ii) To note and discuss any other planning applications received before the meeting.

## 9. Maintenance to include items as below

- (i) Parish Steward – issues with stewarding the village. Update Cllr Judd & clerk.
- (ii) Parish Steward - consideration of jobs for next visit – Cllr Judd.
- (iii) Community day event(s) – Cllr Palmer.
- (iv) Review WPC Maintenance Log - to include Glebe Hall Car Park maintenance, footpaths & hedges.

## 10. Finance

- (i) **Payments for approval:**
  - (a) Clerk's Salary.
  - (b) Clerk's Pension.
  - (c) Clerk's expenses to 31/05/2025 - £162.92.
  - (d) Cllr Judd expenses for Allotment Car Park Renovations - £536.01.
  - (e) Hurdcott Landscapes INV-9304 - £44.
  - (f) Gallagher Insurance renewal invoice 544573788 - £1416.76
- (ii) **To agree and approve** any invoices for requests for payments received after the publication of the agenda.
- (iii) **Monthly Management Accounts**  
**Members to receive** the monthly financial report and bank reconciliation. See attached papers. A non-signatory to sign the bank reconciliation.

## 11. Amenities including Allotment site at Down Barn Road

- (i) **To discuss** any allotment matters including the car park.
- (ii) **To discuss** any other amenity matters to be brought to the council's attention.

## 12. Meeting Dates for 2025 and 2026

- (i) **To discuss and approve** the proposed amendments for the remaining 2025 meeting dates from September to December.
- (ii) **To discuss and approve** the change of dates for 2026 and ongoing to the fourth Wednesday of each month.
- (iii) **To discuss and approve** the Annual Parish Meeting date for 2026.

## 13. Correspondence to note/discuss

- (i) Highways Improvement Form received from Mr G Quinlan.
- (ii) WGHMC Draft Minutes 29.05.2025.
- (iii) Glebe Hall Treasurer's Report.
- (iv) Amesbury Rural Police Report – May 2025.
- (v) Wiltshire Council News 12.06.2025.
- (vi) Wiltshire Council News 06.06.2025.
- (vii) NALC Chief Executive bulletin 12.06.2025.
- (viii) Wiltshire PCC update 09.06.2025.
- (ix) Town & Parish Clerk's meeting minutes 29.05.2025.
- (x) Wiltshire Flood Warden's Newsletter.
- (xi) Community First Youth Clubs Newsletter June 2025.

**14. Confirmation of date of next meeting** 16<sup>th</sup> July 2025.

For Supporting Documentation:

12/06/2025



\* 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.