

# 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 18<sup>th</sup> September 2024 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.	<b>The Clerk to invite</b> nominations for the vacant role of Chair for this meeting. Agreed at the previous meeting to be Cllr Ansonia. <b>To approve.</b>
2.	<b>Apologies:</b> <b>To receive</b> and accept apologies for those unable to attend.
3.	<b>Public participation:</b> (i) <b>To enable</b> members of the public to address the Council regarding any item on the agenda. (ii) <b>To receive</b> any petitions or deputations.
4.	<b>Declarations of Interest:</b> <b>To receive</b> any declarations of interest under the Parish Council's Code of Conduct issues in accordance with the Localism Act 2011.
5.	<b>Minutes of the previous meeting:</b> <b>To approve</b> as a correct record the minutes of the meeting held on 17 <sup>th</sup> July 2024.
6.	<b>Reports:</b> (i) <b>To receive</b> an update from Unitary Councillor - Mr Andrew Oliver. (ii) <b>To note</b> Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings. (iii) <b>To receive</b> up to date external meetings schedule and to decide who will attend meetings.
7.	<b>Matters Arising from previous meetings:</b> (i) <b>To note and discuss</b> Bus Stop relocation update. (ii) <b>To receive update and discuss</b> the damage to bus stop at Policeman's Corner. (iii) <b>To discuss</b> Speedwatch, SID update and school traffic calming measures update if available.
8.	<b>Planning Matters to discuss:</b> (i) <b>To discuss and comment:</b> (a) <a href="#">PL/2024/08209</a> St Michaels House, Winterbourne Earls, Salisbury, SP4 6HA. Notification of tree works in a conservation area. Comment by 02/10/2024. (b) <a href="#">PL/2024/08287</a> 1 Tanners Yard, Winterbourne Earls, Salisbury, SP4 6HD. Notification of tree works in a conservation area. Comment by 30/09/2024. (ii) <b>To note</b> up to date planning schedule. (iii) <b>To note and discuss</b> any other planning applications received before the meeting. (a) Beech Tree in Gaters Lane Notice.

9.	<p><b>Maintenance to include items as below:</b></p> <ul style="list-style-type: none"> <li>(i) Parish Steward: consideration of jobs for next visit – Cllr Judd.</li> <li>(ii) Community day event(s) – Cllr Palmer.</li> <li>(iii) Review WPC Maintenance Log – Clerk.</li> <li>(iv) Winter preparations and emergence equipment audit.</li> <li>(v) Discretionary Gully Service visit.</li> <li>(vi) Glebe Hall Car Park Improvements request 21/07/2024</li> </ul>
10.	<p><b>Finance:</b></p> <ul style="list-style-type: none"> <li>(i) <b>To agree and approve</b> the WPC July and August 2024 banking financial statement with accounts listed up to and including 31<sup>st</sup> August 2024 along with financial summary sheet.</li> <li>(ii) <b>To agree and approve</b> Invoices and payments: <ul style="list-style-type: none"> <li>(a) Clerk’s Salary</li> <li>(b) Clerk’s Pension</li> <li>(c) Oxarix Invoice WPC-OXA-009 - £90.00</li> <li>(d) PKF Littlejohn Agar Audit Invoice SB20241856 - £252.00</li> <li>(e) Sarum Graphics Newsletter invoice - £65.00</li> <li>(f) Hurdcott Invoice INV-8759 £440</li> <li>(g) Hurdcott Invoice INV-8713 £440</li> </ul> </li> </ul>
11.	<p><b>AGAR 2024</b>  <b>To note</b> – conclusion of annual audit and outcomes.</p>
12.	<p><b>Governance</b></p> <ul style="list-style-type: none"> <li>(i) <b>Community Resilience</b> – review of policy.</li> <li>(ii) <b>Glebe Hall</b> – invitation to meeting and WGHMC /WPC Representative vacancy.</li> </ul>
13.	<p><b>Remembrance 2024</b>  <b>To approve</b> purchase of poppy wreath.</p>
14.	<p><b>Amenities including Allotment site at Down Barn Road:</b></p> <ul style="list-style-type: none"> <li>(i) To discuss any allotment matters including the car park.</li> <li>(ii) Correspondence regarding fires on allotments.</li> </ul>
15.	<p><b>Correspondence to note/discuss:</b></p> <ul style="list-style-type: none"> <li>(i) Amesbury Rural Council Report August 2024.</li> <li>(ii) Telephone message from resident regarding speeding in Gomeldon Road.</li> <li>(iii) Wilts Council Gypsy &amp; Travellers consultation 20/08/2024</li> <li>(iv) Wilts Council Gypsies &amp; Travellers Document</li> <li>(v) Police &amp; Crime Plan focus group 06/09/2024</li> <li>(vi) Temporary Road Closure 26/10/24</li> <li>(vii) Temporary Road Closure 07/11/24</li> <li>(viii) Town &amp; Parish Council Update 11/09/24</li> </ul>
16.	<p><b>Confirmation of date of next general meeting:</b> 16<sup>th</sup> October 2024.</p>
17.	<p><b>To close the meeting</b></p>

For Supporting Documentation:

