

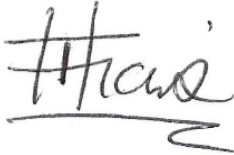
# Winterbourne Parish Council

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 19<sup>th</sup> February 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.	<b>The clerk to invite</b> nominations for the vacant role of chair. <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 15 <sup>th</sup> January 2025.
6.	<b>Reports:</b> (i) <b>To receive</b> an update from Unitary Councillor - Mr Andrew Oliver. (ii) <b>To receive</b> chair's report. (iii) <b>To note</b> Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings. (iv) <b>To receive</b> up to date external meetings schedule and to decide who will attend meetings.
7.	<b>Matters Arising:</b> (i) <b>To discuss</b> any matters arising after the agenda has been published.
8.	<b>Planning Matters to discuss:</b> (i) <b>To discuss/ratify and comment:</b> (a) <a href="#">PL/2025/00918</a> – Red Kite House, The Portway, Winterbourne Gunner, Salisbury, SP4 6JL. Householder permission sought for erection of single storey rear extension and to storey side extension. Comments by 03.03.2025. (ii) <b>To note and discuss</b> any other planning applications received before the meeting.
9.	<b>Maintenance to include items as below:</b> (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.	<b>Finance:</b> (i) <b>Payments for approval:</b>

	<p>(a) Clerk's Salary  (b) Clerk's Pension  (c) Clerk's expenses to 31.12.2024  (d) Water2Business allotment water supply invoice 5067273218 - £512.22  (e) Direct Line Marking - £425  (f) Hurdcott Landscapes INV-9052 - £440  (g) SLCC – Clerks' membership apportioned - £69.60</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.  (c) Glebe Hall waste disposal.</p> <p>(ii) <b>To review</b> policies:-  a) Allotment Tenancy Agreement 2025-26</p>
14.	<p><b>Amenities including Allotment site at Down Barn Road:</b>  (i) To discuss any allotment matters including the car park.</p>
15.	<p><b>Annual Meetings</b>  <b>To discuss</b> plans for the Annual Parish Meeting and Annual Parish Council Meeting.</p>
16.	<p><b>Correspondence to note/discuss:</b>  (i) Email from resident regarding trees in Figsbury Road.  (ii) Letter from residents requesting the re-siting of the SID.</p>
17.	<p><b>Confirmation of date of next general meeting:</b> 19<sup>th</sup> March 2025.</p>
18.	<p><b>To close the meeting</b></p>

For Supporting Documentation:

14/02/2025

