

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 **Thursday 25th September 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

- 25-26/54 **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.
- 25-26/55 **Apologies**
To consider apologies for those unable to attend.
- 25-26/56 **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.
- 25-26/57 **Public Forum**
25-26/57.1 To enable members of the public to address the council regarding any item on the agenda.*
25-26/57.2 To receive any petitions or deputations.
- 25-26/58 **Minutes of the previous meeting**
To approve as a correct record the minutes of the Annual Parish Council meeting held on 16th July 2025.
- 25-26/59 **To consider any applications for Co-Option of Parish Councillor (3 Vacancies)**
- 25-26/60 **Reports**
25-26/60.1 To receive an update from Unitary Councillor, Lainey Barker.
25-26/60.2 To receive chair's report.
25-26/60.3 To discuss report from WGHMC meeting – Cllr. Palluel.
25-26/60.3 To note and discuss Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings and matters to be brought to council's attention.
25-26/60.4 To receive up to date external meetings schedule and to decide who will attend meetings.
- 25-26/61 **Matters Arising**
To discuss any matters arising after the agenda has been published.
- 25-26/62 **Planning Matters to discuss**
25-26/62.1 To discuss and comment on the following applications:
25-26/62.1a [PL/2025/06801](#) End Cottage, Gaters Lane, Winterbourne Dauntsey, Salisbury, SP4 6ER.
Notification of proposed works to trees in a conservation area. G1 2 Ash and 1 Sycamore –

fell. Comments by 09.09.2025. This was approved by 2 members therefore no comment given.

25-26/62.1b [PL/2025/06670](#) Red Kite House, The Portway, Winterbourne Gunner, Salisbury, SP4 6JL. Erection of single storey rear extension and two storey side extension. Comments by 18.09.2025. This was approved by 1 member, therefore no comment given.

25-26/62.1c [PL/2026/06026](#) Open View, Main Road, Winterbourne Earls, Salisbury, SP4 6DS. Alterations and extension to the existing amenity building to provide a two-bedroom dwelling, stationing of a caravan as a replacement amenity building and the removal of an existing mobile home. Comments by 07.10.2025.

25-26/62.2 **To note and discuss** any other planning applications received before the meeting.

25-26/62.3 **To note** the up-to-date planning schedule.

25-26/63 **Maintenance to include items as below**

25-26/63.1 Parish Steward – issues with stewarding the village. Update Cllr Judd.

25-26/63.2 Parish Steward - consideration of jobs for next visit – Cllr Judd.

25-26/63.3 Community day event(s) – Cllr Palmer.

25-26/63.4 Review WPC Maintenance Log.

25-26/63.5 Speed Indicator Device – to receive update on extended warranty options.

25-26/64 **Finance**

25-26/64.1 **Payments for approval:**

25-26/64.1a Clerk's Salary.

25-26/64.1b Clerk's Pension.

25-26/64.1c Clerk's expenses to 31/08/2025.

25-26/64.1d Cllr. Judd Expenses – bench and fixings.

25-26/64.1e Strutt & Parker – 30044001310 in respect of play area lease Sept 25-Sept 26 - £450.

25-26/64.1f Water2Business – Allotment water supply Jan-July 2025 - £519.97.

25-26/64.1g Hurdcott Landscapes Inv. 9472 - £440.

25-26/64.1h Play Inspection – 113.94

25-26/64.2 **To agree and approve** any invoices for requests for payments received after the publication of the agenda.

25-26/64.3 **Monthly Management Accounts**

Members to receive the monthly financial report and bank reconciliation. See attached papers. A non-signatory to sign the bank reconciliation.

25-26/64.4 **Budget and Precept 2026-27**

To discuss the first draft of the budget and precept demand for 2026-27.

25-26/64.5 **NJC Pay scales**

To note the 25-26 NJC scales have been confirmed.

25-26/65 **Amenities including Allotment site at Down Barn Road**

25-26/65.1 **To discuss** any allotment matters including the car park.

25-26/65.2 **To discuss** any other amenity matters to be brought to the council's attention.

25-26/66 **Glebe Hall**

To receive any matters regarding the Glebe Hall lands or car park for its consideration.

25-26/67 **Playground**

To discuss requirements and outcomes of playground inspections.

- 25-26/68 **Events**
25-26/68.1 Remembrance Day – **to discuss** requirements and attendance.
25-26/68.2 Any other events to be brought to the council’s attention.
- 25-26/69 **Governance**
25-26/69.1 **To discuss** draft IT policy as required for SAPPP compliance from 2026 onwards.
25-26/69.2 **To discuss** financial limits for officers within Standing Orders are still at required levels.
- 25-26/70 **Correspondence to note/discuss**
25-26/70.1 Amesbury Rural Police Report August 2025.
25-26/70.2 Highways Road Closure notice 17/11/2025.
25-26/70.3 Police and Crime Plan Annual Report.
25-26/70.4 Police and Crime Plan Highlight and Performance Report.
- 25-26/71 **Confirmation of date of next meeting:** Thursday 23rd October 2025.

For Supporting Documentation:

18/09/2025



* 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.