

WINTERBOURNE PARISH COUNCIL (WPC), Friday 17th February 2023

Dear Councillor, you are summoned to attend a meeting of Winterbourne Parish Council (WPC) on **Wednesday 22nd February 2023 at 7.30pm** to transact the following business at the location of the Glebe Hall (Ron Burton room) Winterbourne Earls, Salisbury, Wiltshire SP4 6HA. Yours faithfully, T Hicks, Parish Clerk

1.	Apologies – to receive and accept apologies:
2.	Declarations of Interest
3.	Minutes: To consider and approve as a correct record the minutes of the meeting held on 18 th January 2023
4.	Questions from the public
5.	Reports from: <ul style="list-style-type: none">(i) Unitary Councillor Mr Andrew Oliver(ii) Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings – Clerk(iii) To receive up to date external meetings schedule – Clerk(iv) Update on Wiltshire Council LHFIFG meeting – Cllr Judd
6.	Matters Arising <ul style="list-style-type: none">(i) PL/2023/00480 Sunnyvale, Thorneydown Road, Winterbourne Gunner, Salisbury, SP4 6LN. Alterations and extensions to existing bungalow to include ground floor extension and conversion of loft space.(ii) PL/2023/00305 28 Paddock Close, Winterbourne Dauntsey, Salisbury, SP4 6EL. Single storey extension and associated works. To review as extensions requested at the previous meeting.(iii) To note the St Edwards Churchyard Maintenance resolution dated 25th January 2023.(iv) To receive update on Gaters Lane Cemetery tree works – Cllr Judd
7.	Maintenance to include items as below: <ul style="list-style-type: none">(i) Parish Steward: consideration of jobs for next visit – Cllr R Judd(ii) Community day event(s) – Cllr Palmer(iii) To agree the annual playground inspection and inspection provider(iv) Review WPC Maintenance Log – Cllr Penn
8.	Finance <ul style="list-style-type: none">(i) To agree and approve the WPC January 2022 financial summary accompanied by bank statement to 31 Jan 2023.(ii) Invoices and payments to be considered and accepted for approval: T Hicks £857.90 (expenses to 31st January 2023 including laptop purchase, SLCC membership and ILCA course as agreed at time of recruitment) and Hurdcott Landscapes INV-7774 in the sum of £392.99 for landscaping.(iii) To confirm internal auditor Mrs Julie Bailey for the end of year accounts 31/03/2023 Winterbourne Parish Council.
9.	Budget <ul style="list-style-type: none">(i) To agree the Winterbourne Parish Council 2023/24 budget.
10.	Amenities including Allotment site at Down Barn Road <ul style="list-style-type: none">(i) Status of LHFIFG project to improve allotment site entrance – Cllr Penn(ii) To review and confirm allotment register for 2023/24 tenancy year (01/04/2023-31/03/2024) – Cllr Judd(iii) To confirm allotment tenancy agreement renewal notice for 2023/24 tenancy year (01/04/2023-31/03/2024) – Cllr Judd(iv) To confirm Winterbourne Parish Council allotment rules and guidance for 2023/24 tenancy year (01/02/2023 to 31/03/2024) – Cllr Judd
11.	Parish Website Development: To update and agree a completion timescale – Cllr Penn
12.	Correspondence
13.	Confirmation of date of next meeting: 15 th March 2023
14.	To close the meeting