

WINTERBOURNE PARISH COUNCIL (WPC), Friday 12th May 2023

Dear Councillor, you are summoned to attend the Annual meeting of Winterbourne Parish Council (WPC) on **Wednesday 17th May 2023 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 & RFO

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| 1. | To elect the Chairman of the Council and to receive the Chairman Declaration of Acceptance of Office |
| 2 | To appoint the Vice-Chairman of the Council and to receive the Vice-Chairman Declaration of Acceptance of Office |
| 3 | Apologies – to receive and accept apologies. |
| 2. | Declarations of Interest |
| 3. | Minutes of the previous meeting To consider and approve as a correct record the minutes of the meeting held on 19 th April 2023. |
| 4. | Questions from the public |
| 5. | Reports from: (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 LHFIG meeting – Cllr Penn (v) Annual Parish Meeting 27 th April 2023 – Cllr Penn (vi) Town & Parish Clerk meeting of 28 th April 2023 – to note Parish Clerk attendance |
| 6. | Matters Arising (i) Bus Stop relocation – Cllr Harrison (ii) Options for traffic speed and road safety – Cllr Penn |
| 7. | Planning Matters (i) PL/2023/03019 – Land east of Sewage Disposal Works, Hurdcott Lane, Winterbourne Earls, SP4 6HW. To consider: ground raising works to facilitate replacement outfall pipe (pipe replacement to be carried out under Permitted Development rights). (ii) PL/2023/03379 – 10 Sherfield, Winterbourne Dauntsey, Salisbury, SP4 6HF. To consider: pollard and lift unknown species T1 to replicate adjacent tree T2 in height and shape. Remove ivy growth from tree. Remove limbs over neighbouring property to make safe for building. |
| 8. | Maintenance to include items as below: (i) Parish Steward: consideration of jobs for next visit – Cllr R Judd (ii) Community Day 20 th May (iii) Review WPC Maintenance Log – Cllr Penn |
| 9. | Finance (i) To agree and approve the WPC April 2023 banking financial statement up to and including 30 th April 2023 along with financial summary sheet. (ii) Invoices and payments to be considered and accepted for approval: a) Hurdcott Invoice INV-7923 for monthly maintenance - £392.99 b) Chair’s expenses - £45.30 c) Clerk’s expenses - £57.60 d) Sarum Graphics - £56.00 e) Julie Bailey End of year invoice (iii) Approval to send Kindred Invoice for 2023-24 |

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| 10. | Review Register of Winterbourne Parish Assets (i) To review in conjunction with the insurance renewal |
| 11. | Winterbourne Parish Council Insurance Renewal (i) To consider and decide on insurance renewal quotes |
| 12. | Amenities including Allotment site at Down Barn Road (i) Status of LHFIG project to improve allotment site entrance – Cllr Judd |
| 13. | Governance Timetable for review of review of end of year accounts, policies and business arrangements – Cllr Penn |
| 13. | Correspondence |
| 14. | Confirmation of date of next meeting: 21st June 2023 |
| 15. | To close the meeting |