

WINTERBOURNE PARISH COUNCIL (WPC), Friday 13th October 2023

PUBLIC NOTICE of a meeting of Winterbourne Parish Council (WPC) on **Wednesday 18th October 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 & Responsible Financial Officer

1.	Apologies – to receive and accept apologies. Unitary Councillor A. Oliver
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 20 th September 2023.
4.	Questions from the public
5.	Reports from: (i) Unitary Councillor - Mr Andrew Oliver – written report (ii) Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings and draft updated booking form – Clerk (iii) To receive up to date external meetings schedule – Clerk
6.	Matters Arising (i) Footpath WINT28 – Cllr Penn (ii) Speedwatch and road safety update – Cllr Penn (iii) Purchase of SID and NALC sockets – Cllr Penn
7.	Planning Matters
8.	Maintenance to include items as below: (i) Parish Steward: consideration of jobs for next visit – Cllr R Judd (ii) Community day event(s) – Cllr Palmer (iii) Review WPC Maintenance Log – Cllr Penn
9.	Finance (i) To agree and approve the WPC September 2023 banking financial statement with accounts listed up to and including 31 st August 2023 along with financial summary sheet (ii) Invoices and payments to be considered and accepted for approval: (a) PKF Littlejohn in respect of the AGAR - £252 (b) Oxarix Ltd 006 in respect of website £75 (c) Clerk's expenses (mileage May-Oct and purchases) - £196.78 (d) Hurdcott Landscapes INV-8190 £392.99 (iii) Budget planning – to agree timetable and actions for development 2023/24 (iv) Winterbourne Parish Council AGAR WI0256 update – to note the conclusion of audit (v) Financial Reserves planning – Lloyds Deposit options
10.	Amenities including Allotment site at Down Barn Road (i) Status of project to improve allotment site entrance – Cllr Penn (ii) Tender for maintenance contract update – Cllr Judd (iii) Allotments – to consider and agree the 2024/25 rental fee
11.	Governance (i) Winterbourne Parish Council Grounds Maintenance Plan Policy – to conduct an annual review of, consider and agree updates to the policy. (ii) Review of Parish boundary (Community Governance Review)
12.	Correspondence
13.	Confirmation of date of next meeting: 15 th November 2023
14.	To close the meeting