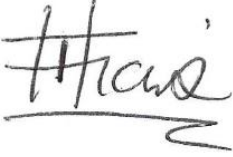


## WINTERBOURNE PARISH COUNCIL (WPC), Friday 16<sup>th</sup> February 2024

Membership: Councillors C Penn (Chair), R Judd (Vice Chair), N Palmer, P Biggins, J Harrison, M Ansonia, C Bruce-White.

You are summoned to attend a meeting of Winterbourne Parish Council (WPC) on **Wednesday 21<sup>st</sup> February 2024 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.  | The Clerk to invite nominations for the vacant role of Chair for this meeting.  |
| 2.  | <b>Apologies:</b><br>To <b>receive</b> and accept apologies for those unable to attend.   |
| 3.  | <b>Public participation:</b><br>(i) To <b>enable</b> members of the public to address the Council regarding any item on the agenda<br>(ii) To <b>receive</b> any petitions or deputations   |
| 4.  | <b>Declarations of Interest:</b><br>To <b>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><br>To <b>approve</b> as a correct record the minutes of the meeting held on 17 <sup>th</sup> January 2024   |
| 6.  | <b>Reports:</b><br>(i) To <b>receive</b> an update from Unitary Councillor - Mr Andrew Oliver<br>(ii) To <b>note</b> Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings<br>(iii) To <b>receive</b> up to date external meetings schedule and to decide who will attend meetings<br>(iv) To <b>receive</b> an update on Wiltshire Council LHFIG meeting   |
| 7.  | <b>Matters Arising from previous meetings:</b><br>(i) Bus Stop relocation update – Cllr Harrison<br>(ii) Parish Council Website – Clerk<br>(iii) To note Annual Parish Meeting date change to 14 <sup>th</sup> March 2024 and to discuss plan - All<br>(iv) Village newsletter – Cllr Penn<br>(v) Update on SID insurance details & installation/operation of SID – Clerk, Cllr Penn  |
| 8.  | <b>Planning Matters to discuss:</b><br>(a) To <b>note</b> up to date planning schedule<br>(b) To <b>comment on</b> <a href="#">PL-2024-01530</a> – Householder planning permission. BOX COTTAGE, MAIN ROAD, WINTERBOURNE DAUNTSEY, SALISBURY, SP4 6EH. Demolition of an existing single storey lean-to. Single storey rear extension & associated internal alterations. Re-location of existing solar panels. Comment by 15/03/2024.<br>(c) To <b>comment on</b> <a href="#">PL-2024-01690</a> - BOX COTTAGE, MAIN ROAD, WINTERBOURNE DAUNTSEY, SALISBURY, SP4 6EH. Listed building consent (alt/ext). Comment by 15/03/2024. |

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| 9.  | <b>Maintenance to include items as below:</b> <ul style="list-style-type: none"> <li>(i) Parish Steward: consideration of jobs for next visit – Cllr Judd</li> <li>(ii) Community day event(s) – Cllr Palmer</li> <li>(iii) Review and discuss any items requiring attention - WPC Maintenance Log – Clerk</li> <li>(iv) Discretionary Gully Service update – Cllr Judd</li> <li>(v) Grounds Maintenance contract tender update – Cllr Judd</li> </ul>  |
| 10. | <b>Finance:</b> <ul style="list-style-type: none"> <li>(i) <b>To agree and approve</b> the WPC January 2024 banking financial statement with accounts listed up to and including 31<sup>st</sup> January 2024 along with financial summary sheet</li> <li>(ii) <b>To agree and approve</b> Invoices and payments: <ul style="list-style-type: none"> <li>(a) Water2Business Invoice 4064631412 - £251.49</li> <li>(b) Hurdcott Landscapes INV-8400 - £392.99</li> <li>(c) Clerk’s Salary Feb 24 - £372.34</li> <li>(d) Cllr Penn refund - £33.57</li> <li>(e) Clerk’s Pension Feb 24 – £118.73</li> </ul> </li> <li>(iii) <b>To receive, discuss and approve</b> adoption of WPC Charge Card Policy</li> </ul>  |
| 11. | <b>Amenities including Allotment site at Down Barn Road:</b> <ul style="list-style-type: none"> <li>(i) Status of LHFIG project to improve allotment site entrance – Cllr Penn</li> <li>(ii) Tender for maintenance contract update – Cllr Judd</li> <li>(iii) Allotments – Cllr Judd</li> <li>(iv) Agreement to use The Play Inspection Company again to carry out the inspection of the play equipment this year.</li> </ul>  |
| 12. | <b>Governance:</b> <ul style="list-style-type: none"> <li>(i) <b>To review and update</b> Winterbourne Parish Council Allotment Rules and Guidance – Clerk</li> <li>(ii) <b>To note</b> that the Council are now able to Co-opt a new Councillor</li> </ul>   |
| 13. | <b>Correspondence to note:</b> <ul style="list-style-type: none"> <li>(i) Weather warning previously sent to Cllrs on 23<sup>rd</sup> Jan 24</li> <li>(ii) WALC correspondence regarding D-Day 80<sup>th</sup> Memorial previously sent to Cllrs on 11<sup>th</sup> Jan 24</li> <li>(iii) Emergency Contact Hub previously sent to Cllrs 29<sup>th</sup> Jan 24</li> <li>(iv) Invitation to Volunteering event previously sent to Cllrs 19<sup>th</sup> Jan 24</li> <li>(v) Correspondence from a resident regarding a neighbouring garden previously sent to Cllrs on 23 Jan 24</li> <li>(vi) Correspondence received from Wiltshire Wildlife Trust previously sent to Cllrs on 20<sup>th</sup> Jan 24</li> <li>(vii) Notice of road closure on 18<sup>th</sup> March 24 previously sent to Cllrs on 22<sup>nd</sup> Jan 24</li> <li>(viii) Notice of road closure on 2<sup>nd</sup> April 2024 <a href="https://one.network/?tm=137205765">https://one.network/?tm=137205765</a></li> <li>(ix) Wiltshire Police Force Update previously sent to Cllrs on 22<sup>nd</sup> Jan 24</li> <li>(x) Notice of road closure Winterslow Road on 16 &amp; 17 Mar 24</li> <li>(xi) Response from Wiltshire Council on restoration of WINT28</li> </ul> |
| 14. | <b>Confirmation of date of next general meeting:</b> 20 <sup>th</sup> March 2024. Annual <u>Parish</u> Meeting 14 <sup>th</sup> March 2024  |
| 15. | <b>To close the meeting</b>   |