

Winterbourne Parish Council

Parish Clerk – Mrs. Tekla Hicks
clerk@winterbourneparishcouncil.gov.uk



Membership: Councillors R. Judd (Chair), C. Bruce-White (Vice-Chair), N. Palmer, B. Mackie, S. Palluel, R. Horner (3 vacancies).

You are duly summoned to attend the general meeting of Winterbourne Parish Council on **Thursday 24th September 2026 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 – PSLCC, Parish Clerk & Responsible Financial Officer

AGENDA

- 26-27/39 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.
- 26-27/40 Apologies
To consider apologies for those unable to attend.
- 26-27/41 Public Forum
26-27/41.1 To enable members of the public to address the council regarding any item on the agenda.*
26-27/41.2 To receive any petitions or deputations.
- 26-27/42 Declarations of Interest - To receive any declarations of interest for items on the agenda under the parish council's Code of Conduct issued in accordance with the Localism Act 2011.
- 26-27/43 Reports
26-27/43.1 To receive an update from Unitary Councillor, Lainey Barker.
26-27/43.2 To receive chair's report.

PREVIOUS MEETING AND OUTSTANDING MATTERS

- 26-27/44 Minutes of the previous meeting - To approve as a correct record the minutes of the general parish council meeting held on 23rd July 2026.
- 26-27/45 Outstanding Matters
26-27/45.1 To receive and discuss updates on the Action Plan.
26-27/45.2 To receive the external meetings schedule.
26-27/45.3 To receive any matters arising after the agenda has been published.

PLANNING

- 26-27/46 Planning Matters
26-27/46.1 To consider/ratify decision:
26-27/46.1a [PL/2026/04511](#) – 2 Manor Cottages, Main Road, Winterbourne Dauntsey, Salisbury, SP4 6EP. Notification of proposed works to trees in a conservation area. T1 Sycamore – Reduce in height from 23m to leave a finished height of 15m, retaining as much of the canopy spread as possible. To ratify comment made: No objection.
- 26-27/46.2 To note and discuss any other planning applications received before the meeting.
26-27/46.3 To note the up-to-date planning schedule.
26-27/46.4 To consider the Neighbourhood Plan future requirements.

ENVIRONMENT AND STREETSCENE

- 26-27/47.1 To **consider** parish steward jobs and discuss plan for these outstanding actions.
26-27/47.2 To **discuss** any requirements for extra seasonal grounds work.

FINANCE AND GOVERNANCE

- 26-27/48 Finance
26-27/48.1 **Payments for approval:**
26-27/48.1a Clerk's expenses.
26-27/48.1b Hurdcott Landscapes INV10221 - £453.20.
26-27/48.1c Hudrcott Landscapes INV10161 - £453.20
26-27/48.1d PKF Littlejohn Audit Invoice – SB20262314 - £252.00.
26-27/48.1e Parish Magazine Printers Ltd 11112 - £72.00.
26-27/48.1f Elan City extended warranty for SID invoice - £74.20.
26-27/48.1g Cllr. Judd for Wicksteed Inv PR78705 - £190.96.
26-27/48.2 To **agree and approve** any invoices or requests for payment received after the publication of the agenda.
26-27/48.3 **Monthly Management Accounts**
Members to receive the monthly financial reports and bank reconciliations. A non-signatory to sign the bank reconciliation.
26-27/48.4 **Budget and Precept 2027-28**
To **discuss** the first draft of the budget and precept for the coming financial year.
26-27/48.5 **Annual Governance & Accountability Return 2025-26**
To **note** the conclusion of the audit and External Auditor's comments.
26-27/49 Governance
26-27/49.1 To **consider and adopt** the draft Data Breach Policy.
26-27/49.2 To **consider and adopt** the draft Subject Access Request Policy.
26-27/49.3 To **consider and adopt** the wildlife camera policy for the allotments.
26-27/49.4 To **note** the new NJC Pay Scales for 2026-27.
26-27/49.5 To **consider and approve** meeting dates for 2027.

COMMUNITY AND COMMUNICATION

- 26-27/50 Community Activities
26-27/50.1 To **receive** an update on Community Day event(s) – Cllr. Palmer.
26-27/50.2 To **discuss** the Annual Parish Footpath walk.
26-27/51 Glebe Hall
26-27/51.1 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.
26-27/51.2 To **receive** an update on the new CCTV system at the Glebe Hall.
26-27/52 Website
To **receive** an update on the new website.
26-27/53 St. Edward's Church and Churchyard
26-27/53.1 To **consider** updates on Churchyard Improvement Action Plan.
26-27/53.2 To **discuss** Remembrance Day preparations.
26-27/54 The Winterbourne Arms
To **consider** the effects of the reported closure of The Winterbourne Arms on the parish and any actions for the parish council to take.

RECREATION AND WELLBEING

- 26-27/55 Playground
26-27/55.1 To **consider** updates of regular playground inspections.

26-27/55.2 **To receive** the annual inspection of the playground.

TRANSPORT, TRAFFIC AND RIGHTS OF WAY

26-27/56 **Highways**

26-27/56.1 **To discuss** the condition of Down Barn Road and A338 and condition of remedial actions.

26-27/56.2 **To receive** any update on reports of flooding in Hurdcott and Gaters Lane.

26-27/57 **Confirmation of date of next meeting:** Thursday 22nd October 2026.

For Supporting Documentation, click [here](#). or scan the QR code.

17.09.2026



* 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.

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