WINTERBOURNE PARISH COUNCIL

Minutes of the Meeting held on Wednesday 12th April 2024,
in the Glebe Hall, Winterbourne Earls, Salisbury SP4 6HA at 7.30pm

Membership: Cllr C Penn, Cllr R Judd (Vice-Chairman), Cllr J Harrison, Cllr M Ansonia, Cllr C Bruce-White, Cllr N Palmer, Cllr P Biggins, Cllr G Griffiths.

In attendance: Cllr C Penn, Cllr N Palmer, Cllr C Bruce-White, Cllr G Griffiths, Cllr P Biggins
Proper Officer: T. Hicks
Public & Press: None

Minute No.	Item	Action
24-25/1	The Clerk to invite nominations for the vacant role of Chair. No nominations were forthcoming for Chair up until the next AGM. Cllrs agreed to accept Chair role on a meeting-by-meeting basis. Cllr Bruce-White took the Chair for this meeting.	
24-25/2.1 24-25/2.2 24-25/2.3	**Apologies** – to receive and accept apologies. **Apologies received** - Cllr Ansonia, Cllr Harrison, Cllr Judd. Approved **Absent** – None	Clerk to update absence schedule
24-25/3 24-25/3.1 24-25/3.2	**Public Participation** – **To enable** members of the public to address the Council regarding any item on the agenda. None **To receive** any petitions or deputations. None	
24-25/4	**Declarations of Interest:** Cllr Penn declared an interest in 13 (iv)	
24-25/5	**Minutes: -** To consider an approve as a correct record, the minutes of the meeting held on 20th March 2024. The Parish Council considered and approved (without amendment) the minutes of the Winterbourne Parish Council meeting held on 20th March 2024 which were approved and signed by the Chairman of the meeting.	
24-25/6 24-25/6.1 24-25/6.2 24-25/6.3 24-25/6.4 24-25/6.5	**Reports:** **To receive** an update from Unitary Councillor, Andrew Oliver. Cllr Oliver updated the meeting regarding flooding matters, and the bus stop at Broken Cross Bridge **To note** Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings. New bookings discussed. Also to note Church Fete is on 6th July 2024. **To receive** up to date external meetings schedule and to decide who will attend meetings. Discussed and updated schedule. **To receive** an update on Wiltshire Council LHFIG meeting. See point 7.1. **To receive** an update on Southern Wiltshire Area Board. Cllr Oliver the April meeting was mainly highways orientated and that the next one is in May.	
24-25/7. 24-25/7.1	**Matters Arising:-** **To discuss** provision of bus shelter/seating at Winterbourne Earls – Discussion regarding bus shelter and seating/design options. Cllr Penn confirmed the matter was on the next LHFIG Meeting agenda so will update next parish council meeting once the LHFIG meeting had taken place.	Cllr Penn

Signed: .....

24-25/7.2	**To discuss Glebe Hall Funding.** Cllr Penn explained the requirements and the meeting he had attended with the GHC. It was agreed unanimously that WPC would give the Glebe Hall the funding requested at £3885.40.	Clerk to write to and pay GH
24-25/8	**Planning Matters** There were no planning applications to consider	Clerk
24-25/9 **24-25/9.1** **24-25/9.2** **24-25/9.3**	**Maintenance to include items as below: -** **To discuss** Parish Steward: consideration of jobs for next visit – It was noted that there will be no visit until June. **To discuss plans** for Community day event(s) – Cllr Palmer. Workplan was agreed for 15 April. The next community day will be 25th May 24. **To review and discuss** any items requiring attention WPC Maintenance Log – there were no new items to consider.	Clerk to move to May folder
24-25/10 **24-25/10.1** **24-25/10.2** **24-25/10.3** **24-25/10.4** **24-25/10.5** **24-25/10.6** **24-25/10.7** **24-25/10.8**	**Finance:-** **To agree and approve** the WPC March 2024 banking financial statement with accounts listed up to and including 31st March 2024 along with financial summary sheet. **To agree and approve** Invoices and payments: Clerk's Salary April 24 Clerk's Pension March 24 – £118.73 Oxarix Invoice 008 website hosting – £90 Hurdcott Landscapes INV-8536 - £392.99 C Penn APM Expenses- £25.48 **To agree and approve** the Budget for 2024-25**. Agreed to carry forward to May meeting and confirm as part of review of annual governance and accountability report.** Agreed to use allotment invoice as CIL reserves – unanimous. **To agree** WI0256 2023/24 AGAR External Audit Instructions – Noted	 Clerk Clerk
24-25/11	**Amenities including Allotment Site at Down Barn Road:-** **To discuss** update on status of allotment tenancies and their renewal – Cllr R Judd/Clerk. Once Cllr Judd has sent updated schedule to Clerk, Clerk to send to tenants.	Clerk
24-25/12	**Governance:-** **To note** While there is a vacancy for Chair, the Chair of the next meeting will be decided by members at the prior meeting. Agreed unanimously. Cllr Penn agreed to Chair the Annual Meeting.	Clerk
24-25/13 **24-25/13.1** **24-25/13.2**	**Correspondence to note:-** Defra's Property Flooding Resilience Repair Grant email Road closure information here.	
24-25/14	**Confirmation of date of next meeting:** The Council confirmed the date of the next meeting to be held on 15th May 2024 at 7.30pm	
24-25/15	**To close the meeting – the meeting closed at 8.48pm.**	

Signed: .....