

WINTERBOURNE PARISH COUNCIL

**Minutes of the general meeting held on Wednesday 18th September 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 R Judd (Vice-Chairman), Cllr J Harrison, Cllr M Ansonia, Cllr C Bruce-White, Cllr N Palmer, Cllr P Biggins, Cllr G Griffiths.

Proper Officer: T. Hicks.

Public & Press: Mr A Paddock on behalf of village Speedwatch.

Minute No.	Item	Action
24-25/63	<p>Election of Chair The Clerk to invite votes for the previously nominated Cllr for the vacant role of Chair for this meeting. Cllr Ansonia was previously nominated and was voted as Chair for this meeting. It was agreed that Cllr Penn would be nominated Chair for the October meeting.</p>	
24-25/64 24-25/64.1 24-25/64.2	<p>Apologies – to receive and accept apologies. Apologies received - Cllr Penn. Approved. Absent – None.</p>	Clerk to update absence schedule
24-25/65 24-25/65.1 24-25/65.2	<p>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.</p>	
24-25/66	<p>Declarations of Interest: To receive any declarations of interest under the Parish Council’s Code of Conduct issues in accordance with the Localism Act 2011. None.</p>	
24-25/67	<p>Minutes: - To consider and approve as a correct record, the minutes of the meeting held on 17th July 2024. Parish Council considered and approved (without amendment) the minutes of the Winterbourne Parish Council meeting held on 17th July 2024 which were approved and signed by the Chairman of the meeting.</p>	
24-25/68 24-25/68.1 24-25/68.2 24-25/68.3	<p>Reports: To receive an update from Unitary Councillor, Andrew Oliver. None. To note Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings. No new bookings. To receive up to date external meetings schedule and to decide who will attend meetings. Noted.</p>	Clerk to request from Cllr Oliver
24-25/69 24-25/69.1 24-25/69.2 24-25/69.3	<p>Matters Arising:- To note and discuss Bus Stop relocation update. The quotes received were discussed and it was resolved to approve option 3. Cllr Judd to order. To receive update and discuss the damage to bus stop at Policeman’s Corner. Cllr Judd has arrange for Gallagher’s to meet him at the site this week. C/f. To discuss Speedwatch, SID update and school traffic calming measures if available. Mr Paddock kindly attended the meeting to update the Council on</p>	Cllr Judd Cllr Judd Clerk

Signed: 

	speeding matters and the deployment of the second SID. It was agreed that the data should be linked to the website and he would send this to the Clerk. It was also noted that a longer fixing pole was required. Clerk to send Mr Paddock contact details at Wiltshire Council. Also agreed for Cllr Griffiths to act as liaison between the Council and the Primary School regarding ongoing safety issues with speeding and school parking. C/f.	Clerk Clerk Cllr Griffiths
24-25/70	Planning Matters to discuss:	
24-25/70.1a	To discuss and comment: <u>PL/2024/08209</u> St Michaels House, Winterbourne Earls, Salisbury, SP4 6HA. Notification of tree works in a conservation area. Comment by 02/10/2024. Agreed no objection.	Clerk
24-25/70.1b	<u>PL/2024/08287</u> 1 Tanners Yard, Winterbourne Earls, Salisbury, SP4 6HD. Notification of tree works in a conservation area. Comment by 30/09/2024. Agreed no objection.	
24-25/70.2	To note up to date planning schedule. Noted.	
24-25/70.3	To note and discuss any other applications received prior to the meeting.	
24-25/70.3a	Beech tree in Gaters Lane Notice. Noted.	
24-25/71	Maintenance to include items as below: -	
24-25/71.1	To discuss Parish Steward: consideration of jobs for next visit – Cllr Judd updated the meeting that the Parish Steward was still absent but he has contact the Highways Engineer with a list on ongoing works.	
24-25/71.2	To discuss plans for Community day event(s) – Cllr Palmer. Tasks were discussed. Permission to spend on stationery was approved.	
24-25/71.3	To review and discuss any items requiring attention WPC Maintenance Log – Discussed ongoing tasks.	
24-25/71.4	Winter Preparations and emergency equipment audit. This was discussed and it was agreed that Cllr Judd would review emergency stock and advise the Clerk if items were needed.	
24-25/71.5	Discretionary Gully Service visit. Requirements were discussed and the Clerk to send form into Wiltshire Council.	
24-25/71.6	Glebe Hall Car Park improvements request 21/07/2024. The email was discussed and it was agreed to action what was possible at the next Community Day. It was also agreed that lots of the items on list were part of wider issues between the school, nursery and Glebe Hall users. Therefore a working committee of Cllrs Griffiths, Judd and Ansonia would be set up to review and monitor. C/f.	
24-25/72	Finance	
24-25/72.1	To agree and approve the WPC July and August 2024 banking financial statement with accounts listed up to and including 31 st August 2024 along with financial summary sheet. Approved unanimously.	
24-25/72.2	To agree and approve Invoices and payments:	
24-25/72.2a	Clerk's Salary	
24-25/72.2b	Clerk's Pension	
24-25/72.2c	Oxarix Invoice WPC-OXA-009 - £90.00	
24-25/72.2d	PKF Littlejohn Agar Audit Invoice SB20241856 - £252.00	
24-25/72.2e	Sarum Graphics Newsletter invoice - £65.00	

24-25/72.2f	Hurdcott Invoice INV-8759 £440	
24-25/72.2g	Hurdcott Invoice INV-8713 £440 Clerk's Expenses to end of June 24 - £374.14.	
24-25/73	AGAR 2024 To note – conclusion of annual audit and outcomes. Noted.	
24-25/74 24-25/74.1 24-25/74.2	Governance Community Resilience – review of policy. Cllrs agreed that they agree to have their details on the emergency plan. Therefore Cllr Biggins to update and send for comments prior to ratifying at the next meeting. C/f. Glebe Hall – invitation to meeting and WGHMC /WPC Representative vacancy. No nominations. C/f.	Cllr Biggins
24-25/75	Remembrance 2024 To approve purchase of poppy wreath. Approved – Clerk to order.	Clerk
24-25/76 24-25/76.1 24-25/76.2	Amenities including Allotment Site at Down Barn Road:- To discuss any allotment matters including the car park. C/f. Correspondence regarding fires on allotments. Clerk to amend policy and bring to next meeting for discussion.	Clerk
24-25/77 24-25/77.a 24-25/77.b 24-25/77.c 24-25/77.d 24-25/77.e 24-25/77.f 24-25/77.g 24-25/77.h	Correspondence to note: Amesbury Rural Council Report August 2024. Telephone message from resident regarding speeding in Gomeldon Road. Wilts Council Gypsy & Travellers consultation 20/08/2024 Wilts Council Gypsies & Travellers Document Police & Crime Plan focus group 06/09/2024 Temporary Road Closure 26/10/24 Temporary Road Closure 07/11/24 Town & Parish Council Update 11/09/24	
24-25/78	Confirmation of date of next meeting: The Council confirmed the date of the next meeting to be held on 16 th October 2024 at 7.30pm	
24-25/79	To close the meeting – the meeting closed at 8.40pm.	