

Minutes of the meeting of Winterbourne Parish Council (WPC) held on 19th April 2023, in the Glebe Hall, Winterbourne Earls, Salisbury SP4 6HA at 7.30pm

In attendance: Cllr C Penn (Chairman), Cllr R Judd (Vice-Chairman), Cllr C Bruce White, Cllr A Burrows, Cllr N Palmer, Cllr J Harrison.

Present: Parish Clerk - T Hicks, Unitary Councillor - Andrew Oliver.

		Action
1.	Apologies – to receive and accept apologies:- Apologies received from Cllrs M Ansonia, C Judd and P Biggins	
2.	Declarations of Interest:- None	
3.	Minutes: To consider and approve as a correct record, the minutes of the meeting held on 15 th March 2023. The Parish Council considered and approved (without amendment) the minutes of the Winterbourne Parish Council meeting held on 15 th March 2023 and which were signed by the Chairman Cllr C Penn as a correct record.	
4.	Questions from the public:- None	
5.	Reports from: (i) Unitary Councillor Mr Andrew Oliver. It was agreed to ask Cllr Oliver to carry forward outstanding items and chase up various departments within Wiltshire Council. (ii) Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings – The Clerk updated the meeting. (iii) To receive up to date external meetings schedule – The Clerk updated the meeting and Cllr Penn stated that the next Area Board meeting will be in the Glebe Hall on 25 th May. Cllrs were invited to attend. (iv) Update on Wiltshire Council LHFIG meeting – Cllr Penn updated meeting. (v) Glebe Hall AGM – Cllr Burrows updated the meeting. (vi) The Big Lunch – Cllr Palmer updated the meeting. It was resolved to call the event The Coronation Picnic Lunch. The meeting thanked Cllr Palmer for her work on this matter. (vii) Emergency Alarm Test on 23 rd April 2023. Cllr Penn updated the meeting. It was resolved to update the Community Resilience Plan.	Cllr Oliver
6.	Matters Arising:- (i) Bus Stop Relocation – Cllr Penn to update Cllr Harrison's letter and then Cllr Harrison to send out letter. It was resolved to send these letters out as far as Paddock Close/Earls Rise and to use Sarum print account. (ii) Proposals for improvements to road safety and traffic speed – Cllr Penn updated the meeting. It was resolved that the next step would be to contact P Shaddock and A Paddock. (iii) Annual Parish Council Meeting. Cllr Penn and Clerk updated the meeting as to the documents required. (iv) Annual Parish Meeting – Cllr Penn updated the meeting and it was agreed a 7.30pm start time.	Cllrs Penn & Harrison Cllr Penn
7.	Planning Matters (i) PL/2023/02839 – Wayside Cottage, Main Road, Winterbourne Dauntsey, Salisbury, SP4 6EH. The Council resolved no objection to this application. (ii) PL/2023/01942 – Land adjacent to Rosewood Salt Lane, Winterbourne Gunner, SP4 6LW.	Clerk

	<p>The Council noted the application and resolved no objection subject to:- the proposed native species hedge planting being enforceable by condition. It is noted that it is currently shown as being outside of the red line application site and it is not clear if the land is within common ownership. This needs to be clarified to ensure enforceability. Also it would be preferable to not have an external chimney flue on the principle elevation PL/2023/09262 – Land Adjacent to High Post Business Park, Salisbury. It was resolved to object due to the following:</p> <ul style="list-style-type: none"> Increased through traffic on unsuitable local country roads, particularly High Post Road (Winterbourne side) and Down Barn Road, which would be the main southerly routes for emergency and other vehicles, potentially including HGVs given the B2 and B8 use. Inappropriate location for a major police station and employment site on greenfield land in an isolated rural location. Salisbury’s main police station should be situated in or immediately adjacent to the city. 	Clerk
		Clerk
8.	<p>Maintenance to include items as below: -</p> <p>(i) Parish Steward: consideration of jobs for next visit – Cllr R Judd updated the meeting that he was unaware when the PS would return next. Cllr Oliver to chase on our behalf.</p> <p>(ii) Community day event(s) – the Council noted the date of the next event being 20th May. Cllr Palmer to arrange list of tasks.</p> <p>(iii) Review WPC Maintenance Log – Cllr Penn updated the meeting that the maintenance log had lots of items outstanding, waiting for updates from Wiltshire Council. Some items Cllr Judd stated he would complete in the playpark. Cllr Oliver stated he would follow up on behalf of WPC.</p>	Cllr Oliver
		Cllr Palmer
		Cllr Oliver Cllr Judd
9.	<p>Finance:-</p> <p>(i) To agree and approve the WPC March 2023 banking financial summary with accounts listed up to and including 31st March 23 along with financial summary sheet. The Council resolved to agree the WPC March 23 financial summary with accounts to 31st March 2023.</p> <p>(ii) Invoices and payments to be considered and accepted for approval: items a-i were agreed. WI0256 2022/23 AGAR external auditor instructions for information – It was noted by the council that Julie Bailey would organise the AGAR Return at year end with the Clerk.</p> <p>(iii) It was proposed by the Chair to agree on the CIL allocation from 2022/23 expenditure. This to comprise of</p> <ul style="list-style-type: none"> QE11 field play infrastructure and fencing less the grant(s) received from Wiltshire Council - £7012.93 Tree surgery QE11 Field, Glebe Hall car park. St Edward’s Churchyard - £4572.18 <p>Clerk to check figures and report to Wiltshire Council. Resolved.</p> <p>(iv) It was proposed by the Chair and agreed by the Council that the Clerk should hold a credit card on behalf of Winterbourne Parish Council, paid off monthly by direct debit, with a limit of £1,000. A policy would be created based on a model policy and the credit card statement would form part of the monthly reporting to the Council. Resolved.</p>	Clerk
		Clerk
		Cllr Penn
		Clerk
10.	<p>Review Register of Winterbourne Parish Assets</p> <p>(i) To review in conjunction with the insurance renewal. Cllr Penn updated the meeting.</p>	Cllr Penn ongoing
11.	<p>Winterbourne Parish Council Insurance Renewal</p> <p>(i) To consider insurance renewal quotes. It was noted that none had been received yet. Clerk to chase.</p>	Clerk
12.	<p>Amenities including Allotment Site at Down Barn Road</p> <p>(i) Update on status of allotment tenancies and their renewal – Cllr Judd/Clerk updated the meeting. The Council noted the update. No concerns.</p>	
13.	<p>Correspondence</p>	

14	Confirmation of date of next meeting: The Council confirmed the date of the next meeting to be held on 17 th May and it was noted this would be the Annual Meeting of the Parish Council.	
14.	To close the meeting – the meeting closed at 8.45 pm.	