


## WINTERBOURNE PARISH COUNCIL (WPC), Friday 12<sup>th</sup> APRIL 2024

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

You are summoned to attend a meeting of Winterbourne Parish Council (WPC) on **Wednesday 17<sup>th</sup> April 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> To receive and accept apologies for those unable to attend.
3.	<b>Public participation:</b> (i) To enable members of the public to address the Council regarding any item on the agenda (ii) To receive any petitions or deputations
4.	<b>Declarations of Interest:</b> To receive 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> To approve as a correct record the minutes of the meeting held on 20 <sup>th</sup> March 2024
6.	<b>Reports:</b> (i) To receive an update from Unitary Councillor - Mr Andrew Oliver (ii) To note Winterbourne Parish Council Use of Glebe Lands Policy – monthly summary of bookings (iii) To receive up to date external meetings schedule and to decide who will attend future meetings (iv) To receive an update on Wiltshire Council LHFIG meeting (v) To receive an update on Southern Wiltshire Area Board
7.	<b>Matters Arising from previous meetings:</b> (i) To discuss provision of bus shelter/seating at W Earls (ii) To discuss Glebe Hall grant funding
8.	<b>Planning Matters to discuss:</b> (a) To note up to date planning schedule.
9.	<b>Maintenance to include items as below:</b> (i) To discuss Parish Steward: consideration of jobs for next visit – Cllr Judd (ii) To discuss plans for Community day event(s) – Cllr Palmer (iii) To review and discuss any items requiring attention WPC Maintenance Log – Cllr Judd
10.	<b>Finance:</b> (i) To agree and approve the WPC March 2024 banking financial statement with accounts listed up to and including 31 <sup>st</sup> March 2024 along with financial summary sheet (ii) To agree and approve Invoices and payments: (a) Clerk's Salary April 24

	<p>(b) Clerk's Pension March 24 – £118.73</p> <p>(c) Oxarix Invoice 008 website hosting – £90</p> <p>(d) Hurdcott Landscapes INV-8536 - £392.99</p> <p>(e) C Penn APM Expenses- £25.48</p> <p>(iii) <b>To agree and approve</b> the Budget for 2024-25</p> <p>(iv) <b>To agree</b> WI0256 2023/24 AGAR external auditor instructions for information - Clerk</p>
10.	<p><b>Review Register of Winterbourne Parish Assets</b></p> <p><b>To review</b> in conjunction with the AGAR preparation</p>
11.	<p><b>Amenities including Allotment site at Down Barn Road:</b></p> <p><b>To discuss</b> update on status of allotment tenancies and their renewal – Cllr R Judd/Clerk</p>
12.	<p><b>Governance:</b></p> <p><b>Proposal</b> that while there is a vacancy for Chair, the Chair of the next meeting should be decided by members at the prior meeting.</p>
13.	<p><b>Correspondence to note:</b></p> <p>(i) Defra's Property Flooding Resilience Repair Grant email</p> <p>(ii) Road closure information <a href="#">here</a>.</p> <p>(iii) Figsbury Road storm water run-off</p> <p>(iv) Email from South Wilts Ramblers re footpaths</p>
14.	<p><b>Confirmation of date of next general meeting:</b> Annual Parish Council Meeting - 15<sup>th</sup> May 2024.</p>

For Supporting Documentation:

