

WINTERBOURNE PARISH COUNCIL

www.winterbourneparishcouncil.gov.uk clerk@winterbourneparishcouncil.gov.uk

Chair – Roy Judd Parish Clerk - Tekla Hicks

**Minutes of Winterbourne Parish Council general meeting held on Thursday 23rd July 2026 at 7.30pm at
The Glebe Hall, Winterbourne Earls, Salisbury, SP4 6HA.**

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

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

In attendance: T Hicks (Clerk), Wiltshire Councillor Lainey Barker and 2 Members of the Public.

Minute No.

26-27/23 Recording and filming of the meetings

There were no requests to record the meeting.

26-27/24 Apologies

The Council noted that Cllr. Horner was absent, and that Cllr. Harrison had resigned from the Council. The Council thanked her for her contribution.

26-27/25 Declarations of Interest

No declarations were received.

26-27/26 Public Forum

26-27/26.1 No questions were received.

26-27/26.2 No petitions or deputations received.

26-27/27 Minutes of the previous meeting

The minutes of the Annual Parish Council Meeting held on 28th May 2026 were UNANIMOUSLY APPROVED and duly signed by the Chair.

26-27/28 Reports

26-27/28.1 Wiltshire Councillor – Cllr. Lainey Barker updated the meeting regarding the following points:-

- Wiltshire Council now only has two 'Bobcat' road repair vehicles due to cost-cutting.
- Wiltshire Council passed a motion at a recent meeting to urge the Water Companies to attend immediately on notification of illness after swimming in rivers/lakes.
- Wiltshire Council is implementing a Household Recycling Centre booking system pilot scheme for six centres, the nearest being Salisbury. This starts on 14th September 2026. If you arrive without a booking after this date, you may be unable to access the site. For more information, please see [here](#).

26-27/28.2 The Chair updated the meeting that he had met with the Environment Agency regarding the planned improvements to the riverbank, and they have given advice on the best options. The costs of this plan would be brought to the September meeting.

26-27/28.3 The Council received the up-to-date external meetings schedule.

26-27/29 Planning Matters to discuss

26-27/29.1 **To note and discuss** planning applications received as follows:

26-27/29.1a [PL/2026/03068](#) - **Fairfield, Winterbourne Earls, Salisbury, SP4 6HJ.** Householder planning permission for replacement of existing boundary fence with proposed wall, closing existing entrance to property and developing existing exit into 2-way entrance and exit. It was UNANIMOUSLY AGREED to ratify previously approved comment made via email of No Objection.

26-27/29.1b [PL/2026/03729](#) - **20 Paddock Close, Winterbourne Dauntsey, Salisbury, SP4 6EL.**

Householder

planning permission sought to raise existing ridge line, extension into the 1st floor, 5 no. Dormer windows. It was UNANIMOUSLY AGREED to comment No Objection subject to careful consideration of dormer windows and the use of obscured glazing.

26-27/29.2 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. It was UNANIMOUSLY AGREED for Cllr. Bruce-White to review and send the comment to all via email, and to delegate powers to the Clerk to make the comment to Wiltshire Council and ratify in September.

26-27/29.3 The Council noted the up-to-date planning schedule.

26-27/30 Maintenance to include items as below

26-27/30.1 The Council discussed matters requiring the Parish Steward's attention.

26-27/30.2 Community Day event(s) – Cllr. Palmer updated the meeting - The next Community Day is on 25th July 2026 and the priority will be litter picking. The Annual Parish Footpath Walk on 13th September at 1.30pm.

26-27/30.3 The Council discussed and updated the WPC Action Plan. The Council received an update from Cllr. Judd that the contractor requested to clear brambles at the amenity ground and remove the hedge at White Bridge could not complete the work until the Autumn.

26-27/30.4 The Council considered the report of flooding at Hurdcott and Gaters Lane received from a resident. It was agreed to await a response from the owner of the property involved. Carry forward to September.

26-27/31 Finance

26-27/31.1 The following payments were UNANIMOUSLY APPROVED:

26-27/31.1a Clerk's expenses – carry forward as unavailable.

26-27/31.1b Hurdcott Landscapes INV-10036- £453.20.

26-27/31.1c WALC for councillor training inv 1262- £48.00.

26-27/31.2 The following request for payment received after the publication of the agenda was UNANIMOUSLY APPROVED:

26-27/31.2a Glebe Hall Management Committee for final grant towards electrical works - £1,916.80.

26-27/31.2b Parish Online web services- £300.

26-27/31.3 Monthly Management Accounts

The Council received the monthly financial report and bank reconciliations for May and June. APPROVED UNANIMOUSLY and duly signed by Cllr. Mackie as a non-bank signatory.

26-27/31.4 The Council UNANIMOUSLY APPROVED the amendment to the Financial Regulations of adding Councillor Palluel to the bank mandate as full signatory, but to keep two councillors as non-signatories to enable signing the bank reconciliations. Clerk to action.

26-27/31.5 The Council UNANIMOUSLY AGREED to adopt the Employers Discretion Policy as requested by Wiltshire Pensions.

26-27/32 Glebe Hall

26-27/32.1 The Council noted the Winterbourne Parish Council Use of Glebe Lands Policy monthly summary of bookings.

26-27/32.2 Cllr. Judd updated the meeting that the CCTV would be installed as soon as the weather was cooler.

26-27/33 Highways

The Council discussed the condition of Down Barn Road and A338 condition of remedial actions. It was UNANIMOUSLY AGREED to instruct the Clerk to write to Wiltshire Council to request works to be carried out.

26-27/34 Playground

26-27/34.1 The Council received the updates of playground inspections and Cllr. Judd agreed to action the outstanding matters. Cllr. Palmer to purchase new signs with updated information. UNANIMOUSLY APPROVED permission to spend.

26-27/34.2 The Council received confirmation from the Clerk that the play equipment was suitably insured.

26-27/35 St. Edward's Churchyard

The works in the churchyard were to be carried out when the weather was cooler.

26-27/36 Allotments

26-27/36.1 The Council UNANIMOUSLY APPROVED the purchase of a noticeboard at the allotment site. Cllr. Judd to purchase – permission to spend approved for approximately £200.

26-27/36.2 The Council noted a report from a plot holder that produce is being removed from their plot. The Clerk stated this had happened at other sites with the culprits being wildlife. Therefore, it was UNANIMOUSLY APPROVED for Cllr. Judd to purchase a wildlife camera and the Clerk to draft a policy for the use of the camera on site.

26-27/37 .gov Website and emails

The Clerk updated the meeting regarding the claims of infringement of intellectual property on the new website. It was agreed for the relevant items to be removed and replaced with items belonging to the Council. It was also agreed to put request on social media for more photos, and to ask the wider community for their additions.

26-27/38 Confirmation of date of next meeting: The next Parish Council meeting will be on Thursday 24th September 2026.

There being no further business, the meeting was closed at 8.25pm.

These minutes are subject to approval at the next council meeting. Minutes prepared by the Clerk.
11.08.2026