

WINTERBOURNE PARISH COUNCIL (WPC), Wednesday 13th April 2022

Dear Councillor, you are summoned to attend the meeting of Winterbourne Parish Council (WPC) on **Wednesday 20th April 2022 at 7.30pm** to transact the following business at the location of the Glebe Hall (Ron Burton room) Winterbourne Earls, Salisbury, Wiltshire SP4 6HA. Yours faithfully, M Thomas, Parish Clerk

1.	Apologies – to receive and accept apologies: Cllr Biggins
2.	Declarations of Interest
3.	Minutes: To approve as a correct record, the minutes of the meeting held on 16 th March 2022
4.	Questions from the public
5.	Reports from: <ul style="list-style-type: none">(i) Unitary Councillor Mr Andrew Oliver(ii) Clerk – Winterbourne Parish Council Use of Glebe Lands policy – monthly summary of bookings(iii) To receive up to date meetings schedule – Clerk(iv) Report from Cllr Judd and Cllr Penn following a meeting with Unitary Councillor Andrew Oliver and Area Highway Engineer(v) Glebe Hall Annual General Meeting and committee meeting 24/03/2022 – Cllr Burrows
6.	Matters Arising <ul style="list-style-type: none">(i) Community Speedwatch –Cllr Penn(ii) Annual Parish Meeting – to update on arrangements for the meeting on Friday 29th April 2022 – Cllr Palmer/Penn(iii) Winterbourne Parish Council to confirm receipt(s) of contribution to the cost of the land lease for the Glebe lands, Winterbourne Earls from neighbouring organisations/principal users – Clerk(iv) Website Oxarix Limited – to confirm website launch date – Cllr Penn
7.	Maintenance, with review of WPC Maintenance Log (ML) (seasonal, scheduled, and reactive maintenance) to include items as below: <ul style="list-style-type: none">(i) Parish Steward: (i) consideration of jobs for next visit and review of jobs from last visit – Cllr R Judd(ii) Community day event(s), to include report from event held on 20/03/2022 – Cllr Palmer(iii) Review results of arborist tree survey and consider recommendations therein – Cllr R Judd(iv) Refuse bin in Hurdcott – to consider possible location of – update from Cllr R Judd
8.	Highways (Wiltshire Council) Winterbourne Parish Council consideration of application to CATG for proposed improvements to provide pavement access at the junction of Hurdcott and the A338 (layby)
9.	Planning and to consider those applications listed below <ul style="list-style-type: none">(i) PL/2022/02269 – The Warren, The Bank, Winterbourne Dauntsey, Salisbury SP4 6EN – Proposed porch with apex roof, front facing dormer and internal rearrangements throughout(ii) PL/2022/02723 – Earls Manor Court, Winterbourne Earls, Salisbury SP4 6EJ – Notification of proposed works to trees in a conservation area(iii) PL/2022/02781 – High Trees, Winterbourne Earls, SP4 6HD – Proposed timber clad garage(iv) PL/2022/02870 – Wayside Cottage, Main Road, Winterbourne Dauntsey SP4 6EH – T1, Cherry tree located right rear of the house, reduce over extended branches. For good tree management and give clearance to house(v) PL/2022/02947 – Bourne Beeches, Hurdcott Lane, single storey detached garage to front of plot
10.	Finance <ul style="list-style-type: none">(i) Approval of WPC March 2022 banking financial statement with accounts listed up to and including 31/03/2022 along with financial summary sheet(ii) Invoices and payments to be considered and accepted for approval: Julie Bailey £220.00 (operation of RTI payroll system including filing online with HMRC and completing monthly submissions to pension scheme for the year 2021/2022), Strutt and Parker £783.00 (rent demand notice INV30044000382 reference WG126 Winterbourne Village Hall), Hurdcott Landscapes Limited £327.49 INV7303 (March maintenance), WALC £504.41 INV258 SUB 22/23 (annual subscription), Sarum Graphics Ltd £39.00 (INV41452, printing)(iii) To consider the addition of a banking signatory to Winterbourne Parish Council Lloyds banking facility(iv) WI0256 Winterbourne Parish Council – 2021/22 AGAR external auditor instructions – to note
11.	Amenities including Allotment site at Down Barn Road <ul style="list-style-type: none">(i) QEII Field update regarding installation of new basketball facility – results of site plan – Cllr Palmer

	<ul style="list-style-type: none"> (ii) Amenity fencing gates, to consider quotations – Cllr R Judd (iii) Results of topographical survey and traffic monitoring at allotment site entrance - to note for information – Cllr Penn
12.	Winterbourne Parish Council insurance renewal 01/06/2022 – to consider and complete renewal questionnaire as thought necessary
13.	Correspondence <ul style="list-style-type: none"> • Parishioner correspondence (dated 29/03/2022) regarding suggestion of “green space to be rewilded”
14.	Platinum Jubilee celebrations (2022) – WPC further consideration of in the parish – Cllr Palmer
15.	Governance <ul style="list-style-type: none"> (i) To review and adopt new Standing Orders including Annexes – Cllr Penn (ii) To review Parish Councillor portfolio listing (iii) To review Winterbourne Parish Council Risk Assessment for COVID-19
16.	Confirmation of date of next meeting (the Annual Parish Council Meeting): May 18th 2022
17.	To close the meeting