

WINTERBOURNE PARISH COUNCIL (WPC), Friday 16th December 2022

Dear Councillor, you are summoned to attend a meeting of Winterbourne Parish Council (WPC) on **Wednesday 21st December 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
2.	Declarations of Interest
3.	Minutes: To consider and approve as a correct record, the minutes of the meetings held on (i) November 16th, 2022, and (ii) December 12 th , 2022 (extra-ordinary meeting)
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) Wiltshire Council Southern Area Board meeting 17/11/2022 – Cllr Penn(v) Glebe Hall Management Committee quarterly meeting 08/12/2022 – Cllr Penn
6.	Matters Arising <ul style="list-style-type: none">(i) To agree and confirm submission to Wiltshire Council LHF1G a local highways improvement request for the request to move the bus stop located in Winterbourne Earls – Cllr Harrison(ii) St Edwards Churchyard, update following liaison with the PCC – Cllr Penn(iii) Dog fouling signage, contact with Wiltshire Council in relation to – Cllr Penn(iv) Confirmation of Glebe Hall booking for APM (Clerk)
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: consideration of jobs for next visit – Cllr R Judd(ii) Community day event(s) – Cllr Palmer(iii) Confirm revisions to maintenance plan (reference Annex E) - Cllr R Judd/Palmer(iv) Winterbourne Parish Council Grounds maintenance plan
8.	Planning and to consider those applications listed below <ul style="list-style-type: none">(i) PL/2022/09032 – Hurdcott Water Recycling Centre, Hurdcott Lane, Winterbourne Earls SP4 6HN – Hedgerow removal notice(ii) PL/2022/09266 – Former Salt Depot to the west of the A345, High Post, SP4 6AT – Certificate of lawfulness for use as B8 – storage of timber and wood chippings in association with established tree surgery business
9.	Finance <ul style="list-style-type: none">(i) Approval of WPC November 2022 banking financial statement with accounts listed up to and including 30/11/2022 along with financial summary sheet(ii) Invoices and payments to be considered and accepted for approval: Hurdcott Landscapes Ltd INV7681 £392.99 (November maintenance), HMRC £258.19 (quarter payment), M Thomas £49.55 (parish expenses)(iii) To review and consider draft WPC 2023/2024 budget
10.	To consider and decide the Winterbourne Parish Council 2023/2024 precept request to Wiltshire Council (reply to Wiltshire Council for stated deadline of 18/01/2023)
11.	Amenities including Allotment site at Down Barn Road
12.	Correspondence <ul style="list-style-type: none">(i) Wiltshire Council communication – 5-year Housing Land Supply and Housing Delivery Test – Briefing Note No.22-09

	<ul style="list-style-type: none"> (ii) Smaller Authorities Audit appointment – Notification of external auditor appointment for the 2022-23 financial year for the 5-year period until 2026-27 (iii) Various concerning traffic speed and road safety – Cllr Penn (iv) Wiltshire Council communication reference “Requesting Parish Council contribution to the RYOP work”
13.	The Pensions Regulator letter dated October 2022, reference re-enrolment and re-declaration duties
14.	Recruitment
15.	Confirmation of date of next meeting: January 18th 2023
16.	To close the meeting