

WINTERBOURNE PARISH COUNCIL (WPC), 11th February 2022

Dear Councillor, you are summoned to attend the meeting of Winterbourne Parish Council (WPC) on **Wednesday 16th February 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**

Members of the public or press wishing to attend the Parish Council meeting are requested to notify the Clerk at least 24 hours prior to the meeting and must not attend the meeting unless they have received confirmation from the Clerk that space is available.

1.	Apologies – to receive and accept apologies: Cllr N Palmer
2.	Declarations of Interest
3.	Minutes: To approve as a correct record, the minutes of the meeting held on 19 th January 2022
4.	Questions from the public
5.	Reports from: <ul style="list-style-type: none">(i) Unitary Councillor Mr Andrew Oliver (written report)(ii) Clerk – Winterbourne Parish Council Use of Glebe Lands policy – monthly summary of bookings(iii) To receive up to date meetings schedule – Clerk(iv) Town & Parish Clerk (Wiltshire Council) meeting 28/01/2022 - to note Clerk attendance(v) CATG meeting of 25/01/2022 – Cllr Penn(vi) Southern Wiltshire Area Board meeting of 10/02/2022 – Cllr Penn
6.	Matters Arising <ul style="list-style-type: none">(i) Compilation of all new properties/residences built since 2013 (ref: CIL/Section 106 funding) – Cllr Penn(ii) Community Speedwatch – Cllr Biggins/Penn(iii) Annual Parish Meeting – to consider when to hold the meeting
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 Judd(ii) Community day event(s) – Cllr Atkinson
8.	Planning and to consider those applications listed below <ul style="list-style-type: none">(i) PL/2022/00361 – Change of use of detached garage into a dog grooming salon – Ardgowan, Black Horse Lane, Winterbourne Earls, Salisbury SP4 6HW(ii) PL/2022/00941 – Land at Portway, Winterbourne Gunner, Salisbury SP4 6JL – Erect two dwellings and form new vehicular access (amendments to PL/2021/07436, to include the addition of detached garage (plot 2), widening of porch and utility external walls (Plot 1), and additional rooflight above stairwell (Plot 1)
9.	Finance <ul style="list-style-type: none">(i) Approval of WPC January 2022 banking financial statement with accounts listed up to and including 31/01/2022 along with financial summary sheet(ii) Invoices and payments to be considered and accepted for approval: Hurdcott Landscapes £327.49 INV7207 (January maintenance), Lyn Walsh (Walsh Tree Services) £80.00 & C Bowhill £48.00 (repayments for Village Link advertising no longer applicable), Winterbourne cricket club £200.00 (donation, reference January 2022 meeting), Jacksons Fencing £504.30 INV2177203(iii) To confirm the internal auditor as Mrs Julie Bailey for the end of year accounts 31/03/2022 Winterbourne Parish Council(iv) Winterbourne Parish Council to confirm request contribution to the cost of the land lease for the Glebe lands, Winterbourne Earls from neighbouring organisations/principal users(v) To consider application for donation by Winterbourne Petanque Club of £200.00 to provide lighting for the petanque terrain at Winterbourne Arms to enable participation in the local league for two teams, also use for the community
10.	To consider and agree the Winterbourne Parish Council 2022/2023 budget – FINAL copy
11.	Publications Website development – (i) update on development (Cllr Judd/Penn) (ii) to consider and agree a contract with Oxarix Limited (Full Council)
12.	Initial Response Plan, annual review of – Cllr Biggins

13.	<p>Amenities including Allotment site at Down Barn Road</p> <p>Allotments – (i) to review and confirm allotment register for 2022/2023 tenancy year (01/04/2022 to 31/03/2023) – Cllr Judd (ii) to confirm allotment tenancy agreement for 2022/2023 tenancy year (01/04/2022 to 31/03/2023) (iii) to confirm Winterbourne Parish Council allotment rules and guidance for 2022/2023 tenancy year (01/04/2022 to 31/03/2023)</p> <p>QEII Field update regarding installation of new basketball facility reference WPC grant application to Wiltshire Council Southern Area Board February 2022 – Cllr Palmer/Penn</p>
14.	Correspondence
15.	Platinum Jubilee celebrations (2022) – WPC further consideration of in the parish – Cllr Atkinson
16.	<p>Governance</p> <p>(i) Annual review of Financial Regulations</p> <p>(ii) Actions to review & confirm Community Asset Register prior to year end accounts and insurance renewal</p>
17.	Confirmation of date of next meeting: March 16th 2022
18.	To close the meeting