

WINTERBOURNE PARISH COUNCIL (WPC), Friday 11th November 2022

Dear Councillor, you are summoned to attend a meeting of Winterbourne Parish Council (WPC) on **Wednesday 16th November 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 meeting held on October 19th 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) Wiltshire Council LHFFIG meeting held on 02/11/2022 – Cllr Penn
6.	Matters Arising <ul style="list-style-type: none">(i) To agree and confirm submission to Wiltshire Council LHFFIG 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) Annual Parish Meeting (2023) – to consider and confirm 2023 date - 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) (next event 19/11/2022) – Cllr Palmer(iii) Confirm revisions to maintenance plan - Cllr R Judd
8.	Planning and to consider those applications listed below <ul style="list-style-type: none">(i) PL/2022/08481 – Hurdcott Water Recycling Centre, Hurdcott Lane, Winterbourne Earls SP4 6HN – Hedgerow removal notice
9.	Finance <ul style="list-style-type: none">(i) Approval of WPC October 2022 banking financial statement with accounts listed up to and including 31/10/2022 along with financial summary sheet(ii) Invoices and payments to be considered and accepted for approval: Hurdcott Landscapes INV7631 £392.99 (parish maintenance), H S Jackson £2,315.56 INV2243761 (amenity ground fencing), Hurdcott Landscapes INV7671 £180.00 (parish maintenance, variation work order), Newsquest Media Group Limited £513.60 (Salisbury Journal advertisement re: recruitment).(iii) To review and consider first draft WPC 2023/2024 budget(iv) E02-22 2022-23 NATIONAL SALARY AWARD – National Association of Local Councils – to note and confirm acceptance of the E02-22 2022-23 NATIONAL SALARY AWARD from National Association of Local Councils with effect from 1 April 2022(v) Community Infrastructure Levy – to agree allocation of funds to the QEII field installations
10.	Amenities including Allotment site at Down Barn Road
11.	Correspondence <ul style="list-style-type: none">(i) Community book exchange – Cllr Palmer
12.	Recruitment <ul style="list-style-type: none">(i) To confirm and agree recommendations on job evaluation for Clerk/RFO(ii) Update on progress with recruitment for Parish Clerk/RFO(iii) Parish Councillor vacancy – update - Cllr Penn
13.	Confirmation of date of next meeting: December 21st 2022
14.	To close the meeting