

**Minutes of Winterbourne Parish Council meeting for 16th February 2011
Held in the Glebe Hall, Winterbourne Earls at 7.30pm**

Present were – Cllr T Atkinson, Cllr J Randle, Cllr D Baker, Cllr P Johnson, and Mrs Melanie Thomas (Clerk)

10 members of the public

		Action
1.	<p>To receive apologies and to approve extended absence apologies from Cllr Charles Penn</p> <p>Cllr C Penn, Cllr V Harrod. Unanimous approval was given by the Council for the continued extended absence of Cllr Charles Penn and who is expected to return to Council duties in the Summer of 2011.</p>	
2.	<p>Declarations of Interest</p> <p>None.</p>	
3.	<p>Minutes</p> <p>A copy of the minutes for the last meeting held on 19th January 2011 were submitted, and duly approved by Cllr Atkinson.</p>	
4.	<p>Visit by Janet Tidd, Good Neighbour Co-ordinator for Idmiston and the Winterbournes</p> <p>Janet Tidd was welcomed by the Parish Council and who then gave a short presentation to the Council and audience attendees, in her newly appointed role as Good Neighbour Co-ordinator which encompasses Idmiston, the Winterbournes including Hurdcott, Gomeldon and Porton. It is intended that the co-ordinator will work for ten hours per week and to connect with those most disadvantaged, vulnerable or isolated living in their community area. By visiting clients the Good Neighbour Co-ordinator will be able to identify areas of required support that will help improve client's lives and help to maintain independent living. Relevant documentation was distributed and questions were allowed from the public and Parish Council. The Parish Council recommended that it would be advisable and useful for the co-ordinator to have a separate telephone line and answering machine facility. Thanks were given to the co-ordinator for attending the meeting and providing the appreciated materials and information.</p>	
5.	<p>Co-option of one Parish Councillor following resignation of Leslie Wastie</p> <p>Following the application of three persons, the item was discussed with the unanimous decision taken that Charles Tarver be co-opted to the Parish Council and with the view to providing a representation from the Hurdcott area in the Parish. A warm welcome was given to Cllr Tarver as he then joined the Parish Council members for the remainder of the meeting in his new capacity.</p> <p>In addition Cllr Atkinson explained to the Parish Council and members of the audience that an election had been called for the remaining two Parish Councillor vacancies and with reference to a timetable of election criteria leading up to the actual election on 24th March 2011. Note that the official notice of election would be displayed as of 17th February 2011.</p>	
6.	<p>Matters arising from the last meeting</p> <p>Neighbourhood Watch Scheme – confirmation of open evening – 6th April 2011. Clerk noted that a date had been set to hold an open evening event to encourage members of the Parish to become involved in the Scheme and which is April 6th 2011. The event will be held at the Glebe Hall between 6pm and 8pm with refreshment being served – it is intended that the local PCSO will be in attendance to offer advice with regards to the Scheme.</p>	

7.	<p>Finance</p> <p>The Clerk distributed a spreadsheet of the income and expenditure of the Parish Council for February which was accepted by the Parish Council.</p> <ul style="list-style-type: none"> Invoices approved: Clerks expenses £5.26 (Paper), Jane Tier (BVAPC Secretary) £40.54, Hurdcott Landscapes £240.00 (repair to allotment entrance) 	
8.	<p>Reports from Unitary Council member and to include the Bourne Valley Alliance meeting</p> <p>Note that a meeting of the BVAPC had taken place on the 20th January 2011. Note by the Unitary Councillor of likely forthcoming staff cuts in order to make necessary financial savings.</p>	
9.	<p>Planning</p> <p>Discussion of how applications/intended works are reported to the Parish Council and in light of recent works by the Bourne Valley Nursery School – a discussion took place and it was agreed that Cllr Atkinson would write on behalf of the Parish Council to the head of the planning department asking for re-assurance that the Parish Council be consulted in any building plans in the conservation area of the Parish, over and above the actual applications already notified to the Council.</p> <p>S/2011/138/Full – Convert existing cob barn and reinstate former thatched roof covering and attached stores to provide 2 bed dwelling. Repair existing and rebuild collapsed yard walls to form enclosed garden area. Block up existing vehicular access onto The Portway (but retain footpath access) and form vehicular access with improved visibility and improved vehicular/turning area to Bowles Cottages – Bowles Barn and yard, The Portway, Winterbourne Gunner, Salisbury. The Parish Council supported this application – Clerk to notify the relevant WC department.</p>	<p>TA</p> <p>Clerk</p>
10.	<p>Highways and Footpaths</p> <p>Grit bin placement – Cllr Tarver gave a brief update on the site visit that had been conducted between himself, the Clerk, WPC contractor and Parishioner who had very kindly offered a possible site for the bin that is presently incorrectly located at Hurdcott. The PC is currently awaiting a quotation for the placement of the bin from the contractor and once this is received the Parish Council will decide as to whether the placement is viable.</p> <p>Email correspondence regarding funding opportunities and “Grants to make places a better place to live” – noted as having been previously distributed to Council members and that due to the deadlines set by the current opportunities it would not be possible to apply in this instance – agreed that the Clerk should monitor future opportunities and distribute as and when they become available.</p> <p>30mph speed limit – update following discussion of possible extensions at various locations and subsequent letters to WC representative – following several letters and replies to the WC representative, the matter was further discussed with the intention that Cllr Atkinson should write a further letter with added information regarding the matter.</p>	<p>Clerk</p> <p>TA</p>
11.	<p>2011 Maintenance contract</p> <p>The contract with the present PC contractor was discussed with the suggestion that the contract be extended for a second year without the tendering process taking place – it was decided that before a decision be made, the Clerk should enquire with the current contractor the cost for the 2011 contract – to be placed on the March agenda for a final decision to be made.</p>	<p>Clerk</p>

12.	Parish Plan Noted that the Parish Plan objectives are being implemented by the Council and with a review to be undertaken upon the return of Cllr Penn in the Summer of 2011.	
13.	Parish Steward Scheme Note made that the Parish Steward was currently concentrating on the repair of pot holes in the Parish – in light of this the Council members were encouraged to either report the pot holes directly to the dedicated department at WC entitled “Clarence” or the Clerk who will then collate a list and notify Clarence. In addition confirmation given that a meeting had been arranged between Cllr Atkinson, the Clerk, Highway Engineer, Highway Technician and Parish Steward in March to discuss the Scheme in the Parish.	All/Clerk
14.	Amenity Matters and including the Allotments Confirmation of Area Board grant application for proposed allotment site works – Clerk confirmed that she had completed an application, in order to obtain a 50% grant for the removal of oak trees and clearance of the area where the trees are located in order to provide further plots and for some of the current allocated sites able to be more cultivated – the grant to be considered at an Area Board meeting on 31 st March 2011. Note by Cllr Atkinson that he had sought a quotation for materials to attach dog fouling signage to and which was £60 plus VAT, for the placement of seventy two signs – all agreed.	
15.	Correspondence None.	
16.	Any other business Clerk asked to enquire with the Highways Agency when the Parish Council can expect the return of “The Bank” sign following a previous request.	Clerk

The meeting finished at 9.00pm. Date of next meeting: Wednesday March 16th 2011 at 7.30pm in the Ron Burton room of the Glebe Hall, Winterbourne Earls