WINTERBOURNE PARISH COUNCIL

Minutes of Winterbourne Parish Council meeting held on 16th January 2013 in the Glebe Hall, Winterbourne Earls at 7.30pm

Present were – Cllr D Baker (Chairman), Cllr R Baker, Cllr G Shepherd, Cllr M Atkinson, Cllr S Bucknell, Cllr C Tarver and Mrs M Thomas (Parish Clerk)

3 members of the public, Unitary Councillor Mike Hewitt

		Action
1.	To receive apologies	ACHOII
	Cllr P Biggins.	
2.	Declarations of Interest	
	Cllr M Atkinson as (i) proprietor of Chimaeron Limited and as the Parish Council uses the services of Chimaeron Limited for the payroll of the Parish Clerk and (ii) treasurer and representative of the Glebe Hall Committee.	
3.	Minutes	
	To approve as a correct record, the meeting of the Parish Council held on 19 th December 2012 - unanimously resolved to be agreed and signed as a correct record by the Chairman, David Baker.	
4.	Matters arising from the last meeting(s)	
	Village Link – update following meeting with the editor with possible cost saving suggestions – following agreement at the December 2012 meeting of the Parish Council, it was reported that Cllr Atkinson and the Clerk had met with the editor of the Village Link – a summary of the meeting with suggestions from this was then discussed amongst the Council members. Each suggestion was considered with resolve that the Clerk would report the decisions of the Council to the editor. The main points were that the Parish Council were in agreement (i) to retain the current arrangement of four editions per year, (ii) that the Clerk and editor would pursue comparative quotations for the printing of the Village Link and (iii) that the number of copies printed for each edition would be reduced from 650 copies to 625 and ideally from 90 pages to a planned 80 pages per copy. <i>Item to be included at the February meeting for further discussion and in time for the print run of the Spring edition.</i>	Clerk
5.	Reports from :	
	Wiltshire Council Unitary Councillor Michael Hewitt – Cllr Hewitt gave a brief update with items included of (i) flooding matters with thanks given to the Council and Parishioners who had given their help over the recent weeks in relation to this, (ii) information was distributed regarding dog control orders and a new scheme proposed by WC to the Parish Council in relation to dog wardens – Clerk to distribute the information to the Council members for future consideration and in the meantime an advertisement to be placed in the Spring edition of the Village Link and (iii) an update on the works at Broken Cross Bridge was given with note that the works are on schedule.	Clerk
	Cllr D Baker enquired when the two agreed assisted crossings on the A338 pedestrian crossings may be placed – Cllr Hewitt confirmed this likely to be after April 2013 and in the new WC financial year.	
	Speed Watch Working Group (SWG) – Cllr R Baker gave an update on a meeting that she had attended in relation to this item. The group had asked for three hotspots to be submitted from the Parish Council of speeding in the Parish so that the SWG can then begin to tackle these with the most appropriate response. The areas outlined were (i) Portway (ii) between Policeman's Corner and Marsh Motors/The Bank and (iii) between Morgans Lane and Tanners Lane.	
	As part of this item reference was made to an email communication from the Amesbury Community Area Manager on behalf of the SWG in regard to the "20 is plenty" campaign by the SWG and whether the Parish Council were in support of it – the Parish Council considered the campaign and noted their agreement/support of it – Clerk to reply to the Manager accordingly.	Clerk
6.	Finance	
	Approval of January statement - unanimously resolved to be agreed.	
	Invoices for approval: Clerk expenses and to include 2012 travel claim £258.34 – approved.	

7.	Planning	
	S/2012/1811/Full – Defence CBRN, Winterbourne Gunner, Salisbury – application was considered by the Parish Council with resolve made that the Parish Council had No Comment to offer in regard to the application.	Clerk
8.	Highways and Footpaths	
	Flooding concerns in the Parish – discussion of and in liaison with the Flood Warden and Unitary Councillor	
	Two areas in relation to this item were noted, the first being the maintenance of the hatches in the Hurdcott area and where an enquiry had recently been made to the Environment Agency by the Parish Council with reply currently awaited – this was in reference to a communication from a Parishioner in 2012. Cllr Tarver suggested that he would meet with the Parishioner concerned, a Parishioner in a named property in Hurdcott and the Environment Agency to further discuss the matter and clarify responsibilities in relation to the item.	
	An update was given of an item mentioned at the December meeting of the Parish Council and which was an email communication supplied by Cllr Tarver from Highways Agency in relation to a ditch in Hurdcott – this noted as on going with Cllr Hewitt currently attending to.	
9.	Neighbourhood Plan (NP)	
	Update from the meeting held on the 10th January 2013 with interested working group members – an update was given from the meeting and where six persons in attendance had confirmed an interest in forming a steering group to pursue a possible plan. In addition that two further Parishioner's had offered to join the group. It was agreed that the Clerk would distribute the list of contact details to each member of the steering group along with the minutes of the 10 th January 2013 meeting with offer from the Clerk to liaise with the group to arrange a first meeting of the steering group.	Clerk
10.	Neighbourhood Tasking Group – email communication regarding consideration of – deadline for response 31 st January 2013	
	Item considered with agreement that Cllr Bucknell would endeavour to attend any future meetings of a proposed Neighbourhood Tasking Group and on behalf of the Parish Council. Clerk to reply accordingly to the communication.	Clerk
11.	Amenity Matters and including the Allotments	
	Cllr D Baker reported that scalpings had been delivered to the allotment site for the allotment tenants to use should they deem necessary to fill in the ruts on the entrance track.	
	Cllr Atkinson reported that the play area renovation was on going with a revised quotation having been sought and obtained from a preferred contractor. Note was made of possible funding sources with confirmation that Cllr Atkinson and Cllr R Baker would further research the matter.	Cllr Atkinson/Cllr R Baker
12.	Maintenance contract – discussion of revised contract and possible acceptance before tendering process for 2013	Cl. 1
	Discussed with note of a number of alterations to the contract. It was agreed that the number of cuts to be ten at the areas of the Glebe Field and Amenity area and the cuts to be undertaken from March to November each year, in addition five cuts per year on the other stated areas in the contract with three on the named footpaths. Clerk to alter contract accordingly and organise for the despatch of the tender to the named contractors with reply in time for discussion and possible decision at the February meeting of the Parish Council.	Clerk
13.	Glebe Field – lease by the Parish Council and future maintenance of the area in relation to the lease – discussion of	
	Confirmation that Cllr D Baker, the Clerk, a member of the Diocese and land agent for the site met to discuss the lease and ahead of its possible renewal in 2014. An item of discussion was the suggestion by the Diocese for the Parish Council to consider accepting responsibility for the trimming of the hedge bordering the Figsbury Road when necessary together with discussion of the future liability for the care of the tress growing on the playing fields. The Council discussed the two items with resolve that the Parish Council would accept the responsibility of the trimming of the hedge if the rental cost could be negotiated upon renewal. In addition the Parish Council agreed that it could not accept the liability of the care of the trees growing in the playing fields due to the possible and likely costs involved and due to the current financial constraints of the Parish Council. Clerk to report the decision of the Parish Council to the agent accordingly.	Clerk
	As part of this item the Parish Steward Scheme (PSS) was discussed and the question raised as to when the clearance of leaves could be expected from the pavements in the Parish and which had been duly reported by the Clerk following note at the December 2012 meeting of the PC – Clerk offered and agreed to follow this up with the Highways Agency. The merits of the PSS were then discussed and in relation to the Parish with suggestion	Cllr D Baker

	and agreement made that Cllr Baker, as representative from the PC on the BVAPC should ask that the PSS is made an agenda item at the next meeting of the BVAPC for further discussion to take place and amongst the member Parishes of the BVAPC.	
14.	Strip of land adjacent to Glebe Hall and part of Glebe Field – concern over current surface and use of land particularly by cars – discussion of surface/maintenance and intended collaboration with the Glebe Hall Management Committee	
	Confirmation that Cllr D Baker, the Clerk, a member of the Diocese and land agent for the site together with a selection of members of the Glebe Hall Management Committee (GHMC) had met to discuss the site and concerns. The item was discussed at the meeting with suggestion of possible remedial works – it was agreed that the item would be further discussed by the GHMC at one of its future meetings with then further discussion with the Parish Council.	
15.	Correspondence	
	Wiltshire Council – New Standards Regime - Localism Act 2011 – consultation – item considered with the Clerk to reply to WC accordingly in answer to which Code of Conduct the Parish Council had adopted – Council members asked to forward any further comments regarding the consultation if they so wished to the Clerk and by the stated deadline of 31 st January 2013.	
	Land at Longhedge, Old Sarum, Salisbury, Wilts – reported that it was thought that a letter had been distributed to each Parishioner concerning a proposed development at this site and which was noted at the meeting.	
16.	Confirmation of date of next meeting: confirmed as Wednesday 20 th February 2013 at 7.30pm	

Meeting concluded at: 9.22pm