

**Minutes of Winterbourne Parish Council meeting held on March 21st 2012
Held in the Glebe Hall, Winterbourne Earls at 7.30pm**

Present were – Cllr D Baker (Chairman), Cllr R Baker, Cllr M Atkinson, Cllr S Bucknell, Cllr C Tarver, Cllr J Randle and M Thomas (Clerk)

Eight members of the public, Unitary Councillor Fred Westmoreland, Idmiston Parish Councillor Chris Hammer

		Action
1.	<p>To receive apologies</p> <p>Unitary Councillor Mike Hewitt, Cllr P Biggins.</p>	
2.	<p>Declarations of Interest</p> <p>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.</p>	
3.	<p>Minutes</p> <p>To approve as a correct record of the minutes of the Parish Council meeting held on February 15th 2012 – presented and signed as a correct record by the Chairman, Cllr D Baker – unanimously agreed.</p>	
4.	<p>Presentation by Idmiston Parish Councillor Chris Hammer in relation to Village Design Statement (VDS)</p> <p>A presentation was given by Cllr Hammer with reference to the Village Design Statement work that had been undertaken in the Idmiston Parish and as the Winterbourne Parish Council had shown interest in possibly undertaking a Village Design Statement of their own. The Neighbourhood Plan scheme was also discussed and in relevance to the Winterbourne Parish. Thanks were given to Cllr Hammer for his attendance at the meeting and informative presentation.</p> <p>It was agreed that the consideration of the VDS and Neighbourhood Plan schemes be added to the April agenda for further consideration to take place.</p>	Clerk
5.	<p>Confirmation of Parish Council vacancy following the resignation of Cllr P Johnson</p> <p>Parish Councillor vacancy following the resignation of Cllr P Johnson – noted as now being available for co-option, following notification from Wiltshire Council. Confirmation that an advertisement is to be placed in the forthcoming edition of the Village Link magazine with regards to the vacant post.</p>	
6.	<p>Matters arising from the last meeting</p> <p>Initial Response Plan (Emergency Plan) – note made that the Clerk is currently liaising with each individual mentioned in the plan to confirm if they are agreeable for their details to be published – once this is complete, it is the intention of the Council to publish the document and include with a future copy of the Village Link.</p> <p>Dog bin order – update – confirmed that this been ordered and that the decision for the exact positioning would be decided in liaison with the land owner and on the day of placement.</p> <p>Pedestrian crossing on the A338 – confirmation that this has been added to the Community Area Transport Group for consideration. Note made that it was thought that it may not be possible to place a crossing on the section of the A338 in question due to the road not being wide enough to accommodate the prerequisite of an island placement.</p> <p>Jubilee – WPC presentation area query regarding Area Board planned event – Cllr Atkinson gave an update following attendance at a recent meeting concerning the Wiltshire Council plans – further updates to be given as and when information becomes available.</p>	

<p>7.</p>	<p>Finance</p> <p>Approval of March statement – perused and unanimously given.</p> <p>Invoices for approval: Clerks expenses, Hurdcott Landscapes £90 (maintenance), Sports Creative International £1289.48 (R2 funding item), Jane Tier £44.37 (BVAPC work and expenses claim), The Church of England £207 (rent for half year ending 24th March 2012).</p> <p>Confirmation of internal auditor for the 2011/12 accounts – agreement and confirmation was given of the internal auditor and which is J Bailey.</p>	
<p>8.</p>	<p>Parish Clerk</p> <p>National Association of Local Councils Spinal column point increase for 2012/13 for the Parish Clerk – from SCP21 to SCP22 – discussion and possible agreement.</p> <p>This item was discussed with agreement made to increase the spinal column point from SCP21 to SCP22 – Cllr Baker signed the authorising letter on behalf of the Parish Council in order that the Parish Council payroll company is notified accordingly.</p>	
<p>9.</p>	<p>Report from Wiltshire Council Unitary Councillor</p> <p>In the absence of Unitary Cllr Hewitt, the Unitary Cllr Fred Westmoreland attended to provide an update on wider Council matters and which included the Village Design Statement, Neighbourhood Plan, Localism Bill and the Wiltshire Core Strategy Development Plan document – pre-submission document. Thanks were given to Cllr Westmoreland for his valued time and effort in relaying this information.</p>	
<p>10.</p>	<p>Neighbourhood Police Tasking Group – report from meeting attended by Cllr Bucknell in his capacity as the Police Liaison Council representative</p> <p>An update was given by Cllr Bucknell in his capacity as the Police Liaison Council representative with note that items of priorities identified in the past and future had been discussed and which included such items as theft of fuel/oil, car parking issues in the Parish, theft from outbuildings/sheds. Confirmation given that another meeting was planned in six months with Council members encouraged to submit any suggestions to Cllr Bucknell in order that they are considered/put forward at the meeting. Thanks were given to Cllr Bucknell for his valued efforts in this work.</p>	<p>Council members</p>
<p>11.</p>	<p>Planning</p> <p>S/2012/411/Full – Cedar Lodge, Hurdcott Lane, Winterbourne Earls, Salisbury, Wilts – this application was noted and in relation to the time scales for submission of the decision by the Parish Council to Wiltshire Council – action: add to April agenda for consideration and decision.</p>	<p>Clerk</p>
<p>12.</p>	<p>Highways and Footpaths</p> <p>Email communication and one letter from Parishioner’s regarding parking concerns at Earls Rise – this was discussed at length with the input from the present Parishioner’s concerned along with other present audience members. The Parish Council stated that this matter had been a matter of concern for many years and had been addressed on many occasions at Parish Council meetings and in liaison with the local School, police authority and Highways Agency along with Parishioner’s in order to address the item. It was noted that this had resulted in the placement of white lining at the site but which was thought to have had little effect. Following discussion, documentation including application form (WR1) regarding Wiltshire Council waiting restrictions application was given to those Parishioners who had communicated with the Parish Council, with their agreement to duly complete and to liaise with the Parish Council for the application of double yellow lining to be made at this site (see below).</p> <p>Waiting Restrictions – letter from Wiltshire Council – discussion and possible request for yellow lining to be placed – discussed with agreement that the Parish Council would apply and complete the relevant (WR2) application on behalf of the affected residents and by the stipulated WC</p>	

	<p>deadline of the end of April 2012.</p> <p>Discussion of 2012 Annual Footpath Walk and recommendations from 2011 Walk update – perusal and reference was made to the 2011 recommendations list with note that Cllr Atkinson intended to meet with the Senior Rights of Way Officer to discuss some of the items mentioned. Agreement that Cllr Atkinson would liaise with Cllr Randle in order to organise a date for the 2012 Annual Footpath Walk and which was intended to be held in September 2012.</p>	<p>Cllr Atkinson/Cllr Randle</p>
13.	<p>Olympic Torch/Jubilee celebrations</p> <p>An update was given by Cllr Atkinson on the forthcoming plans for the Olympic torch and Jubilee celebrations in the Parish with confirmation of the date of the event as being June 3rd 2012.</p> <p>Note made of the need to survey the waste bins located in the Parish to ascertain if any necessary repairs/repainting was required – agreement that Cllr Bucknell, Cllr Atkinson, Cllr Biggins would endeavour to undertake the survey.</p> <p>Note made of the wish by the Parish Council to possibly purchase display tubs/troughs at the entrance to the Parish – Clerk offered to further research with reference to a neighbouring Parish and the placement of their respective troughs.</p> <p>Note made of the offer of members of the Scout organisation to undertake a litter picking task in the Parish and in readiment for the celebrations. Consideration was given that the Parish Council may purchase the litter picking devices but upon a cost check this was thought to be prohibitive – Clerk offered to check with Wiltshire Council to ascertain whether they could provide the relevant equipment and that Cllr Atkinson would check with a local Women’s Institute group to enquire if the Parish could possibly borrow equipment and which they used in litter picking tasks.</p>	<p>Cllr Bucknell, Cllr Atkinson, Cllr Biggins</p> <p>Clerk</p> <p>Clerk/Cllr Atkinson</p>
14.	<p>Amenity Matters and including the Allotments</p> <p>Play area proposed works – a proposal with reference to plans gleaned from contractors for the renovation of the play area was given by Cllr Atkinson and Cllr R Baker and with note of the likely costs. Agreement made to add this item to future agenda for further discussion and once further costings/quotations had been sought.</p> <p>Allotment works – grant application status/update and works consideration at the site – confirmation that the Clerk had completed the application for a Community Area Grant for proposed works at the site and to incorporate hedge cutting to aid visibility on exit/entrance together with the creation of additional plots to aid the current waiting list. Agreement made to submit this application to the Area Board for consideration at the April meeting of the Board.</p> <p>Email communication x 2 from allotment holder – discussed with agreement that that the Clerk should reply accordingly on behalf of the Parish Council.</p>	<p>Clerk</p> <p>Clerk</p>
15.	<p>Correspondence</p> <p>Perimeter pathway CBRN – reference made to a communication received regarding the perimeter path around the CBRN (MoD) site and with note that the gates giving access to the path are often found to be locked – Clerk asked to write, in liaison with Cllr D Baker, to the commandant in reference to this item and on behalf of the Parish Council.</p> <p>Letter from St Mary’s Church fundraising committee – request for donation towards the cost of the St Mary’s Church Flower Festival in April 2012 – discussed with agreement to fund the cost of the portable toilet facility at a cost of £67.00. Clerk to reply accordingly and organise for the payment of the facility.</p>	<p>Clerk/Cllr D Baker</p> <p>Clerk</p>

Meeting concluded at: 9.40pm

Date of next meeting: To confirm the date of the next Parish Council meeting as Wednesday April 18th 2012 at 7.30pm in the Ron Burton room of the Glebe Hall, Winterbourne Earls