

**Minutes of Winterbourne Parish Council meeting held on April 18th 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 P Biggins, Cllr J Randle and M Thomas (Clerk)

Unitary Councillor Mike Hewitt, 5 members of the public

		Action
1.	<p>To receive apologies</p> <p>None.</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 March 21st 2012 – presented and signed as a correct record by the Chairman, Cllr D Baker – unanimously agreed.</p>	
4.	<p>Matters arising from the last meeting</p> <p>Refuse bin order – update – confirmed as having been ordered and received with a ground anchor now ordered and awaiting delivery – once received it is intended to place the bin in Tanners Lane with approval having been received from the land owner in question.</p> <p>Earls Rise parking – update – confirmation that Cllr D Baker, Cllr R Baker and the Clerk had met with PC M Steele and two residents at the site to further discuss and try and address the matter. The Parish Council confirmed its intention to apply to Wiltshire Council under the Waiting Restrictions scheme for the placement of double yellow lining at the site. Confirmation of a letter of support received from Councillor Michael Hewitt which will be forwarded to WC with the completed documentation.</p> <p>Olympic Torch/Jubilee celebrations – an update was given by Cllr Atkinson of the forthcoming arrangements for the celebrations. Agreement was given by the Parish Council to fund the cost of three planting containers, soil and plants to display in the Parish and which will be placed on the Olympic torch route as its passes through the Parish in July.</p> <p>In addition confirmation was given that the Scout movement in the Parish wished to help and be involved in the Annual Footpath Walk and which is due to be held in September, final date yet to be finalised.</p> <p>Donation to Mary’s Church fundraising committee – following agreement to donate £67 to St Mary’s Church Flower Festival to fund the cost of the portable toilet facility, a revised donation figure of up to £30 more was agreed due to an anomaly in the original reported figure to the Council - Clerk to reply accordingly and organise for the payment of the facility.</p>	
5.	<p>Finance</p> <p>Approval of April statement – unanimously given.</p> <p>Invoices for approval: Clerk expenses £49.83 and £463.74 which included annual equipment allowance and heating/lighting/office allowance according to contract terms, Wybone £352.07 (refuse bin), Parish Mag Printers £672 (Spring VL print)</p> <p>Consideration of revised payroll quotation for 2012/13 – discussed with agreement to accept the revised and increased cost.</p>	

6.	<p>Report from Wiltshire Council Unitary Councillor</p> <p>A brief report was given by Cllr Hewitt and which included the Health Protection Agency possible relocation, Broken Cross Bridge and intention to hold a public meeting to discuss/inform the public of the planned closure of the bridge due to necessary repairs in the Winter of 2012/13, de-trunking of the A338, a planned review of C class roads with regards to speed limits and which did not include a prior interest from the Parish Council to include the Down Barn Road on this occasion, although it was stated this could be considered on a future occasion as two roads per year were put forward for consideration.</p> <p>Cllr Hewitt asked if there had been any update on the query placed with the tree officer at Wiltshire Council regarding trees in Paddock Close – as the reply was not, Cllr Hewitt asked that the communications in relation to this matter be forwarded to him and for him to pursue on behalf of the Parish Council – Clerk to action.</p>	Cllr Hewitt/Clerk
7.	<p>Planning</p> <p>S/2012/411/Full – Cedar Lodge, Hurdcott Lane, Winterbourne Earls, Salisbury – discussed with Parish Council decision of Support. Action: Clerk to report decision response to WC accordingly.</p> <p>S/2012/461/TCA – Glebe Cottage, Main Road, Winterbourne Gunner, Salisbury – Tree cons area – fell x 1 Cherry - discussed with Parish Council decision of Support. Action: Clerk to report decision response to WC accordingly.</p>	Clerk Clerk
8.	<p>Highways and Footpaths</p> <p>Wiltshire Council – Paths Improvement Grant Scheme (PIGS) – discussed with agreement to forward the information to a Parishioner who was suggested at the meeting who may find it of interest.</p> <p>Repair of fencing at Summerlug – item previously noted as part of remedial works necessary in the Parish (Annual Footpath Walk 2011) and duly reported to Wiltshire Council in 2011 – Clerk asked to further enquire with Council why it is that it has not yet been repaired and in order that it is remedied as a matter of urgency due the nature of the repairs.</p>	Clerk Clerk
9.	<p>Village Design Statement and Neighbourhood Plans – further discussion following the March meeting of the Parish Council</p> <p>Item discussed at length with agreement that Cllr Bucknell would in the first instance further research the matter with the aid of Cllr Biggins, and with Cllr Bucknell to write an article outlining the details of the Neighbourhood Plan with intended Winterbourne Parish Council plans, for a future edition of the Village Link. It is the intention of the Parish Council to hold a public meeting in the future in relation to this topic along with the possibility of a planned questionnaire to each household and the production of a “wish list”.</p>	Cllr Bucknell/Cllr Biggins
10.	<p>Amenity Matters and including the Allotments</p> <p>Play area proposed works with funding opportunities discussion – confirmation that one further quotation is to be sought following receipt of two others – item classified as on going with further updates to be given at future meetings.</p> <p>Allotment grant – confirmation of submission and Area Board date consideration – confirmation that an application for a Community Area Grant had been made to the Area Board and for consideration to take place at the Area Board meeting on the 24th May 2012 and where Cllr Baker stated his intention to attend on behalf of the Parish Council in support of this application.</p>	Cllr R Baker/Cllr Atkinson Cllr Baker
11.	<p>Consideration of revised Newton Toney Parish Council mandate change following prior consideration and decision by Winterbourne Parish Council</p>	

	Item discussed with agreement that the Parish Council wished the item to be deferred from the agenda and discussion of the next stated BVAPC meeting of 3 rd May 2012 in order that the Council members could have further time to consider this item.	
12.	<p>Annual Meeting of the Parish Council and Annual Parish Meeting – confirmation of dates and times</p> <p>Date confirmed as Wednesday 16th May, between 7pm and 7.30pm in the Main Hall of the Glebe Hall with refreshments afterwards and before the Annual Meeting of the Parish Council scheduled for 7.45pm.</p>	
13.	<p>Correspondence</p> <p>Letter received regarding Neighbourhood Plan in relation to Winterbourne Gunner – discussed with advice given to the person who had sent the letter and who was present at the meeting.</p> <p>Letter received from Parishioner regarding apparent litter in the vicinity of Elliot Green, Winterbourne Dauntsey – discussed with confirmation from the Clerk that following liaison with Wiltshire Council, the Council has offered to provide a litter picker to the Parishioner concerned – Clerk to action for the Parishioner concerned.</p> <p>Letter from a Parishioner regarding the sound of shotgun fire in Winterbourne Gunner – discussed with agreement that the Clerk should (i) forward the letter to the local Police authority for their information/possible action and (ii) Clerk to further research the relevant firearms regulations with a reply then to the Parishioner concerned.</p> <p>Letter of interest from a Parishioner in relation to one of the current vacant positions of Parish Councillor – letter discussed with agreement that the Clerk should invite the Parishioner to the May meeting of the Council for further discussion of the application and in their presence.</p> <p>Parish Council insurance renewal received – noted with prior distribution of the details having taken place amongst the Council members – discussed with agreement that the Clerk and Cllr Atkinson should firstly check the details of the current schedule and then for the Clerk to seek a comparison quotation – item to be decided at the May meeting in time for renewal on 1st June 2012.</p> <p>Letter to the Council concerning a planning query relating to access arrangements to a property in the Parish – agreement made to reply to the Parishioner and with referral to the Wiltshire Council planning department in order to aid/answer the query outlined.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk/Cllr Atkinson</p> <p>Clerk</p>

Meeting concluded at 9.50pm