

WINTERBOURNE PARISH COUNCIL

Minutes of Winterbourne Parish Council meeting held on April 17th 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 Bucknell, Cllr P Biggins and Mrs M Thomas (Parish Clerk)

2 members of the public, Unitary Councillor Mike Hewitt

		Action
1.	<p>To receive apologies</p> <p>Cllr C Tarver.</p>	
2.	<p>Declarations of Interest</p> <p>Cllr M Atkinson as the treasurer and representative of the Glebe Hall Committee.</p>	
3.	<p>Minutes</p> <p>To approve as a correct record, the meeting of the Parish Council held on 20th March 2013 - unanimously resolved to be agreed and signed as a correct record by the Chairman, David Baker.</p>	
4.	<p>Visit by Richard Greenwood of Benchmark Development Planning</p> <p>Richard Greenwood visited the meeting in his capacity as agent for planning application 2013/327/Full – Land at At Last, Salt Lane, Winterbourne Gunner, Salisbury with amended plans which were shown and explained to the Council members. The Parish Council discussed the plans with resolve to uphold its decision of Object to the application and on the grounds of over development of the site and therefore not appropriate.</p>	
5.	<p>Matters arising from the last meeting</p> <p>Village name plate – Winterbourne Earls – confirmation given by the Clerk that contact had been made with the relevant person at Wiltshire Council in order to further the order of the name plate and which was now in hand with an up to date order and cost now expected.</p> <p>Parish notice board – confirmation given by Cllr Bucknell that he had liaised with a named contractor and had visited the site to assess the state of the bench and notice board – a quotation is currently awaited for the necessary remedial works. Resolve made to add this item to the May agenda of the Parish Council meeting for update.</p> <p>Flooding concerns in Hurdcott – update from meeting held with the Environment Agency and PC representative – resolve made to defer this item until the May meeting of the Parish Council.</p> <p>Fields in Trust – commemorative plaque – Winterbourne Amenity Area – discussed and following a communication from the Fields in Trust organisation – resolve made to place the plaque on the wall adjacent to the amenity area.</p> <p>Neighbourhood Watch signage – confirmation that the fixings for the two supplied signs had now been received by the Parish Council with resolve made that the two signs should be placed at either end of the Parish – one at Tanners Lane area and the other at Policeman’s Corner location – Cllr Shepherd offered and it was agreed for him to organise the placement of the signs.</p>	<p>Clerk</p> <p>Cllr Shepherd</p>
6.	<p>Reports from :</p> <p>Wiltshire Council Unitary Councillor Michael Hewitt – Cllr Hewitt updated the Council on matters which included changes to the Parish Steward scheme and flooding in Hurdcott.</p> <p>As part of this item it was resolved that the Parish Council add the item of the Parish Steward scheme to the May agenda of the Council and in the meantime Council members to consider and undertake</p>	Clerk

	<p>the collation of a list of those jobs that could be undertaken by the Steward throughout the year. In addition note made that the refuse bin located at Policeman's Corner was apparently dislodged from its base – Clerk asked to enquire and obtain a quotation from the Parish contractor for remedial works to be undertaken.</p>	
7.	<p>Finance</p> <p>Approval of April statement – approved.</p> <p>Invoices for approval – approved at appendix one.</p>	
8.	<p>Planning</p> <p>None.</p>	
9.	<p>Highways and Footpaths</p> <p>Parish Improvement Grant Scheme from WC (PIGS) – item considered with no further action to be taken.</p> <p>WINT1, Thorneydown footpath – confirmation given that Cllr Atkinson would further this matter having been in liaison with WC representatives in relation to the surface of this footpath and where it is hoped that a quantity of available tarmac spoils can be utilised to improve the surface of the footpath in question.</p>	Cllr Atkinson
10.	<p>Village Link – advertising and arrangements of, following communication from the Editor</p> <p>Confirmation was given that the Village Link editor had confirmed a wish to relinquish the current arrangement of the advertisement administrative duties as part of the Editor role – the Council then considered this with thought given as to a suitable person to undertake the duties. It was resolved that an advertisement be placed in the Parish notice board in connection with the duties and role – Clerk to collate in liaison with Cllr D Baker. Agreement made to have an update of this item at the May meeting of the Parish Council.</p>	Clerk
11.	<p>Parish Clerk</p> <p>National Association of Local Councils Spinal column point increase for the Parish Clerk – from SCP22 to SCP23 – consideration of according to contract terms, reference to the National Joint Council for Local Government Services pay scales/agreement for 2009/10 - discussed with resolve to increase the scale point for the Clerk from SCP22 to SCP23 effective from 1st April 2013.</p>	
12.	<p>Wiltshire Council Unitary Elections and Town and Parish Council Elections – Thursday 2nd May 2013</p> <p>An update was provided for this item whereby note was made of confirmation received by Wiltshire Council of the uncontested election for Winterbourne Parish Council. As the number of candidates was less than the number of seats available the candidates are duly elected unopposed and will take office with effect from Tuesday 7th May 2013.</p>	
13.	<p>Arrangements for the Annual Parish Meeting</p> <p>The arrangements for the Annual Parish Meeting were considered with resolve to hold the meeting on 15th May 2013 along with the main May meeting of the Parish Council and Annual Meeting of the Parish Council where the election of the Chairman and Vice Chair would take place. Clerk to organise the timings and agenda of the three meetings accordingly. In addition Clerk asked to enquire with the Neighbourhood Plan Steering Group if they would be willing to give a short presentation at the Annual Parish Meeting in connection with the Neighbourhood Plan. Apologies were received in advance from Cllr Biggins for his intended non-attendance on the 15th May 2013.</p>	Clerk
14.	<p>Neighbourhood Plan</p> <p>Confirmation given that the next meeting of the Neighbourhood Plan is due to take place on 1st May 2013.</p>	

15.	<p>Amenity Matters including the Allotments</p> <p>Confirmation given by Cllr D Baker that there were currently four small half plots available to rent.</p> <p>The Clerk was asked to obtain an up to date Section 106 statement of funds available to the Parish Council.</p>	Clerk
16.	<p>Correspondence</p> <p>Email communication from Parishioner regarding tree at Sherfield – confirmation given that the Parish Council had contacted Wiltshire Council in relation to this item and that a reply is currently awaited – Cllr Hewitt offered to further the matter following the 2nd May elections and if re-instated as Unitary Councillor for the area.</p> <p>Letter from Parishioner regarding footpath at Thorney Down Road, dated 27.3.13 – noted and discussed with resolve that the Clerk should contact the Enforcement department at Wiltshire Council regarding the concern outlined in the letter.</p> <p>Email communication from the Amesbury Area Community Manager regarding an informal briefing for Parish Clerks and nominated dog warden volunteers for 18.30hrs on the 16th May – item noted.</p> <p>Email communication from the treasurer of the Winterbourne Glebe Hall Committee with a request to the Parish Council that the committee commit to a quotation and organise the works to dig out an area and make a sub base with compacted scalping's, level and supply bodpave reinforcement grids, back fill with screened top soil and seed an area between the Glebe Field fence and Glebe Hall car park – the Parish Council considered this item with resolve that they were in agreement with the works being undertaken and for the cost to be met by the committee car park fund and as offered by the committee.</p>	Clerk
17.	<p>Confirmation of date of next meeting: confirmed as Wednesday May 15th 2013 at 7.45pm</p>	

Meeting concluded at 9.12pm