

**Minutes of Winterbourne Parish Council meeting for June 15th 2011
Held in the Glebe Hall, Winterbourne Earls at 7.30pm**

Present were – Cllr J Randle, Cllr C Tarver, Cllr V Harrod, Cllr P Biggins, Cllr R Baker, Cllr D Baker and Mrs Melanie Thomas (Clerk)

Unitary Cllr M Hewitt and 3 members of the public

		Action
1.	<p>To receive apologies</p> <p>Cllr C Penn, Cllr T Atkinson, Cllr V Harrod, Cllr P Johnson.</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 May 18th 2011 were submitted, and duly approved by Cllr Baker, acting as Chairman in the absence of the Chairman, Cllr Atkinson.</p>	
4.	<p>Matters arising from the last meeting</p> <p>Consideration of grit bin placement - Following note of the need to place a small grit bin, that is currently in storage, within the Parish and before use in the Winter months, a discussion took place as to a suitable site. The Clerk confirmed that she had contacted a Parishioner for advice regarding a location at the corner of Earls Court Manor. A further site was suggested, Paddock Close and after discussion it was decided that this would be the most suitable site – Clerk to organise placement with Parish contractor.</p>	Clerk
5.	<p>Finance</p> <p>The Clerk distributed a spreadsheet of the income and expenditure of the Parish Council for June which was accepted by the Parish Council.</p> <ul style="list-style-type: none"> • Invoices for approval: Clerks expenses, Hurdcott Landscapes £421.20 (May maintenance), Chimaeron Ltd £14.72 (printing), J Bailey £100 (internal audit fee), Jenny Head £82.09 (Editor fee and expenses), Clerk expenses, Jane Tier £17.39 (BVAPC Secretarial expenses) • Submission of 2010/11 Annual accounts (following internal audit) for approval together with agreement for the Annual Governance Statement <p>The acting Chairman handed to the Clerk for her report on the accounts for the last financial year which had been successfully internally audited. Copies of the accounts had been given to all Councillors. The accounts were accepted subject to external audit. This was carried unanimously. In addition the Annual Governance Statement was completed, accepted and signed by both the acting Chairman and Clerk as a correct record.</p>	
6.	<p>Reports from Unitary Council member and to include the Bourne Valley Alliance meeting</p>	

	<p>Note made of the Youth Voucher Scheme in operation in the County and its benefits to youths – Cllr Hewitt confirmed he was currently researching the exact details of the Scheme and would then inform interested parties – further update to be given.</p> <p>Bourne Valley Youth Project - noted with advice given to the Parish Council that they seek an update/report as to how the project is progressing and what use has been made of WPC donated funds. Action: Clerk to write to project organiser.</p> <p>Note made of a £500 grant available to each Parish Council in relation to a planned Jubilee and/or Olympic celebration event. A discussion took place with agreement that the Clerk should write an advert for the next edition of the Village Link enquiring for interested parties to form a sub-committee with help from the Glebe Hall Committee and Parish Council to progress and plan an event.</p> <p>Note made that Cllr Hewitt had attended a meeting of the Community Transport Group and where it was confirmed that eighteen speed indicator units had been purchased for use in the County and which would be available to the Parish on a rota basis. In addition confirmation given that it had been agreed to place a crossing in Porton by the shop and Post Office.</p> <p>Note made of the Wiltshire Core Strategy, currently on consultation from 13th June to 8th August 2011 – agreement made that the Parish Council would consider sites within the Parish that may be suitable for possible development and to encompass these as part of the Parish Plan. Action: agenda July.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
7.	<p>Planning</p> <p>S/2011/770/ Full - discussed with agreement of Parish Council decision to be: No objection.</p>	Clerk
8.	<p>Highways and Footpaths</p> <p>Note made of the annual event of the Footpath Walk to be held on a yet to be confirmed date in September and enquiry made to the Parish Council for possible volunteers.</p> <p>Note made of an incidence of fly tipping from an audience member – notification of site to be given to Mrs Atkinson with then referral to the relevant department at WC.</p>	Mrs Atkinson
9.	<p>Cricket Pitch – discussion and possible proposal for the placement in the Parish</p> <p>An update was given on the plans to place a cricket pitch within the Parish and confirmation given that a team and coaches had confirmed their interest. Work is currently being undertaken to ascertain what exact works needed to be undertaken to re-instate the pitch which would include work to an already sited Pavillion. Further updates to be given as and when information becomes available.</p>	
10.	<p>Youth in the Bourne Valley</p> <p>Item to be added to July agenda.</p>	Clerk

11.	<p>Disaster Plan</p> <p>Following prior distribution of a copy of a proposed Disaster Plan and which Council members had perused, it was agreed to adopt the produced copy with minor alterations pertaining to the Parish Council to be undertaken by the Clerk – Action: Clerk to alter, re-distribute, agenda for July meeting and for possible agreement and adoption.</p>	Clerk
12.	<p>Parish Steward Scheme</p> <p>No items of note.</p>	
13.	<p>Amenity Matters and including the Allotments</p> <p>Note made of the item of water usage at the allotment site and the suggestion of installing water restrictor taps at the site – a discussion took place with agreement given in principle to install the taps, however, before this was to be undertaken, the Council wished for the latest water bill to be perused before the final agreement to install was to be given. Action: agenda July for final decision.</p>	Clerk
14.	<p>Correspondence</p> <p>Note made of an allotment plot that was apparently not being used according to the tenancy agreement regulations – Clerk asked to write to allotment holder concerned with a deadline to remedy of four weeks otherwise the plot would be re-allocated.</p>	Clerk
15.	<p>Any other business</p> <p>Note made of the need to replace certain equipment in the play area and that two baby swings were in need of purchase – agreement made that Mrs Atkinson would contact ex Cllr Leslie Wastie for advice and possible progress of the matter. Action: agenda July for update.</p>	Clerk/ Mrs Atkinson

The meeting finished at 9.15pm.

Date of next meeting: Wednesday July 20th 2011 at 7.30pm in the Ron Burton room of the Glebe Hall, Winterbourne Earls