

WINTERBOURNE PARISH COUNCIL

Minutes of Winterbourne Parish Council meeting held on 20th March 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 C Tarver, Cllr Bucknell and Mrs M Thomas (Parish Clerk)

2 members of the public, Unitary Councillor Mike Hewitt

		Action
1.	<p>To receive apologies 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, the meeting of the Parish Council held on 20th February 2013 - unanimously resolved to be agreed and signed as a correct record by the Chairman, David Baker.</p>	
4.	<p>Matters arising from the last meeting</p> <p>Village name plate – Winterbourne Earls – discussed and in reference to an alternative supplier to that of WC and the quotation received in 2011. Confirmation that Cllr Shepherd had visited the site at which it is proposed the name plate is to be erected and as agreed at the February meeting of the PC. It was resolved to accept the quotation from WC and for the Clerk to organise the necessary works and placement with WC as per the agreed terms and quotation of that received in 2011.</p> <p>Sycamore trees on Main Road, Winterbourne Gunner – Parishioner communication and update from the Parish Council – note made of the receipt of communications that had been received from the Parish Council following the liaison between the Parishioner in question and Wiltshire Council. It was reported that the Unitary Council were unable to agree to the tree lopping as requested but the safety of the trees will continue to be monitored. The Parish Council concluded no further action was to be taken on behalf of the Parish Council and thought it would be advisable to add the clearance of leaves at the site in question to the list of annual jobs to be undertaken in the Parish. Clerk asked to write to the Parishioner who originally raised the matter to update on the above.</p> <p>Trees at Summerlug – outstanding query from November 2012 – confirmation given that an update had been received from the WC representative who had been contacted in relation to this item and who had since visited the site – the representative had requested contact details of the properties in question in order to further the matter – as these were not available the Clerk was asked to write to the owners of the properties in question to enquire and in order to further the matter.</p> <p>Flooding concerns in the Parish – update from Cllr Tarver – Cllr Tarver updated the PC in relation to flooding matters in the Hurdcott area of the Parish. Confirmation given that a meeting is to take place between representatives of the Environment Agency and Parish Council representative – feedback from this meeting to be given at the April meeting of the PC. Thanks were given to Cllr Tarver in his efforts with this work.</p> <p>WINT1, Thorneydown footpath – Cllr Atkinson – confirmation given that Cllr Atkinson had 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>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Atkinson</p>
5.	<p>Reports from :</p> <p>Wiltshire Council Unitary Councillor Michael Hewitt – Cllr Hewitt provided an update to the PC and which included notification of a new online events diary on the WC web site.</p> <p>Report from Chairman David Baker following his attendance at the BVA meeting of 14th March 2013</p>	

	<p>– Cllr Baker gave an update on the meeting he had attended on behalf of the PC and which included (i) discussion of a communication received regarding the one hundred year anniversary of the beginning of the 1st World War and (ii) Neighbourhood Watch signage and whereby the PC has taken receipt of two allocated signs with the fittings to follow. Consideration of the placement of the signage took place with agreement made that they should be placed at the beginning and end of the Parish – exact location to be decided.</p>	
6.	<p>Finance</p> <p>Approval of March statement – unanimously approved.</p> <p>Invoices for approval – reference appendix one.</p> <p>Internal audit – agreement of internal auditor for the 2012/2013 financial year accounts – agreed made of the internal audit to be conducted by the same person as that of the 2011/2012 audit – Clerk to organise.</p>	
7.	<p>Planning</p> <p>S/2013/243/Full – Site adjacent, Sunnymede, Main Road, Winterbourne Dauntsey, Salisbury – discussed with resolve by the Parish Council to Support the application.</p> <p>S/2013/327/Full – Land at At Last, Salt Lane, Winterbourne Gunner, Salisbury – discussed with resolved by the Parish Council to Object to the application and on the grounds of over development of the site and therefore not appropriate.</p>	<p>Clerk</p> <p>Clerk</p>
8.	<p>Highways and Footpaths</p> <p>Note made of the recently erected uncontrolled crossing on the A338 by WC with the second crossing expected to be placed in the next financial year – 1st April 2013 onwards.</p>	
9.	<p>Neighbourhood Plan (NP) – update with confirmation of Neighbourhood Plan Steering Group (NPSG) meeting on 6th March 2013</p> <p>Confirmation that a meeting of the NPSG had been held on the 6th March 2013 with a representative from WC, seven of the nine NPSG members and two PC members in attendance. It is envisaged that meetings are to be held once every two months with the next meeting due to be held on 1st May 2013. Note made that some initial tasks had been allocated e.g. fund raising, terms of reference.</p>	
10.	<p>Community Speed Watch Scheme (CSWS)</p> <p>Reference was made to a recent communication and update from WC regarding the CSWS with agreement to delay the proposed public meeting by the WC and to agenda the item for the May meeting of the PC for further discussion of the item.</p>	Clerk
11.	<p>Fields in Trust – Queen Elizabeth II Fields – non- chartable deed of dedication – Winterbourne Parish Council and National Playing Fields Association – Amenity area</p> <p>Noted, with the two identical Deed of Dedication documents signed by the Chairman and Vice-Chair of the PC. Clerk to despatch the copies to the Fields in Trust organisation.</p>	Clerk
12.	<p>Amenity Matters including the Allotments</p> <p>Parish notice board and attached bench – possible repair and/or consideration of replacement – note made of the current state of the Parish notice board and attached bench located in Winterbourne Gunner with discussion of the possibility of either repair or replacement. Reference was made to costs from a company supplying notice boards and the possibility of applying for a Community Area Grant to aid the purchase. It was resolved that Cllr Bucknell would in the first instance, make enquiries with a local contractor as to the possibility of supplying a new board/bench or possible necessary repairs.</p>	Cllr Bucknell
13.	<p>Parish Clerk – review from November 2012 meeting</p> <p>The agreed review of the decision made at the November 2012 meeting of the PC took place with resolve to uphold the decision made at that meeting with further agreement that a review should be</p>	

	undertaken in November 2013.	
14.	<p>Wiltshire Council Unitary Elections and Town and Parish Council Elections – Thursday 2nd May 2013</p> <p>Item noted with relevant deadlines and procedures for the current Council members and those wishing to be considered as Council members. Clerk offered and it was agreed, that the Clerk would personally deliver the completed forms to the WC offices for the current Council members if applicable and if so wished and in time for the deadline of noon 5th April 2013. Agreement made to organise an information flyer to be printed and distributed regarding the elections and before the deadline of the 5th April - Clerk to action.</p>	Clerk
15.	<p>Correspondence</p> <p>Email communication from a Parishioner regarding parking concerns on the A338 in particular due to renovations being undertaken at a property – agreement that Cllr Baker would contact the owners in question – Clerk to reply to the Parishioner who raised the concern.</p> <p>Email communication regarding planning application S/2013/327/Full – Land at At Last, Salt Lane, Winterbourne Gunner, Salisbury and PC response to – Clerk to reply.</p> <p>WC email communication – Fun in the Sun – considered with no further action to be undertaken.</p> <p>Amesbury Community Area Manager – email communication regarding request to define what recreation, public space does the PC own/manage – item considered with note of the areas (i) amenity area SP4 6EW, (ii) cricket club SP4 6JL, and (iii) Glebe field near to St Michael and All Angels Church SP4 6HA. Clerk to reply accordingly to the Manager and on behalf of the PC.</p>	<p>Cllr Baker/Clerk</p> <p>Clerk</p> <p>Clerk</p>
16.	Confirmation of date of next meeting: confirmed as Wednesday April 17th 2013 at 7.30pm	

Meeting concluded at 9.15pm