

**Minutes of Winterbourne Parish Council meeting held on May 16th 2012  
Held in the Glebe Hall, Winterbourne Earls at 7.45pm**

Present were – Cllr D Baker (Chairman), Cllr R Baker, Cllr M Atkinson, Cllr C Tarver, Cllr P Biggins, Cllr G Shepherd and M Thomas (Clerk)

Unitary Councillor Mike Hewitt, 2 members of the public

		Action
1.	<p><b>Election of Chairperson</b></p> <p>Cllr D Baker was re-elected as Chairman, Cllr Biggins proposed, Cllr Atkinson seconded, all in agreement.</p>	
2.	<p><b>Election of Vice Chairperson</b></p> <p>Cllr Randle was re-elected as Vice Chairman, Cllr Atkinson proposed, Cllr Biggins seconded, all in agreement.</p>	
3.	<p><b>To receive apologies</b></p> <p>Cllr S Bucknell, Cllr J Randle.</p>	
4.	<p><b>Declarations of Interest</b></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>	
5.	<p><b>Minutes</b></p> <p>To approve as a correct record of the minutes of the Parish Council meeting held on April 18th 2012 – presented and signed as a correct record by the Chairman, Cllr D Baker – unanimously agreed.</p>	
6.	<p><b>Parish Councillor vacancies – consideration of application(s) and possible co-option</b></p> <p>Following the display of an election notice from Wiltshire Council in the Parish, and where an election had not been called, a co-option application was considered from Mr George Shepherd.</p> <p>The Parish Council unanimously agreed to accept George Shepherd as a co-opted Councillor. Mr Shepherd then duly signed the necessary Declaration of Acceptance in the presence of the Clerk and took his position as co-opted Councillor for the remainder of the meeting with a warm welcome given.</p>	
7.	<p><b>Matters arising from the last meeting</b></p> <p>Earls Rise parking – confirmation was given of a Waiting Restrictions application to Wiltshire Council.</p> <p>Parish Council insurance renewal – consideration of – the Clerk reported that two comparison quotations had been sought and received, reference was then made to the comparative figures/quotations of each. It was decided to remain with the current insurer but in the first instance for the Clerk to enquire if a reduction could be made on the renewal rate with reference to the two comparative quotations.</p> <p>Trees in Paddock Close – update – following liaison from Cllr Hewitt with the tree officer at Wiltshire Council, an update was given on this matter. It was agreed that the Clerk should write to the owner of the property where the trees were thought to be of concern and that Cllr Shepherd would assist in helping to locate the contact details in the first instance.</p>	<p>Clerk</p> <p>Clerk/ Cllr Shepherd</p>

<p><b>8.</b></p>	<p><b>Finance</b></p> <p>Approval of May statement – perused and unanimously given.</p> <p>Invoices for approval: Clerk expenses, St Mary’s The Virgin £97 (donation), Chimaeron Accounting Services Ltd £165.95 (payroll annual fee and photocopying), Wybone £96.35 (ground anchor), WALC £387.48 (subscription), Chairman’s allowance £120, S Bucknell £658.14 (reimbursement of expenses incurred on behalf of the Parish Council)</p> <p>Submission of 2011/12 Annual accounts (following internal audit) for approval together with agreement for the Annual Governance Statement</p> <p>Reference and perusal were made to the accounts for the last financial year which had been successfully internally audited. Copies of the accounts had been previously 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 Chairman and Clerk as a correct record.</p>	
<p><b>9.</b></p>	<p><b>Report from Wiltshire Council Unitary Councillor</b></p> <p>Information was given amongst others on forthcoming changes in planning regulations and the Neighbourhood Plan topic.</p>	
<p><b>10.</b></p>	<p><b>Planning</b></p> <p>S/2012/578/Full – Defence CBRN Centre, Winterbourne Gunner, Salisbury – Parish Council decision of Support.</p> <p>S/2012/636/Full – Land rear of Snow White View, Gomeldon Road, Winterbourne Gunner, Salisbury – Parish Council decision of Object due to the reason of concerns of access arrangements.</p> <p>S/2012/628/Full – Meadow View Cottages, Winterbourne Earls, Salisbury – Parish Council decision of Support.</p> <p>S/2012/695/Full – 7 Summerlug, Winterbourne Earls – Parish Council decision of Support.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>11.</b></p>	<p><b>Public Sector Mapping Agreement – consideration to signing up by the Parish Council</b></p> <p>Considered with agreement to apply for the agreement through Wiltshire Council.</p>	<p>Clerk</p>
<p><b>12.</b></p>	<p><b>Highways and Footpaths</b></p> <p>Community Area Transport Group (CATG) – request for two assisted crossings on the A338 – confirmation of locations and submission for the 11<sup>th</sup> June meeting of the group – consideration was given to two sites for the possible placement of assisted crossings and those being by the lay by north of the phone box and north side of the post office between The Bank and St Edwards Meadow. Agreement was made to forward the suggestion of the two sites to the CATG for inclusion at the meeting on 11<sup>th</sup> June 2012.</p> <p>Summerlug fencing – necessary repairs by Wiltshire Council – update – confirmation that Cllr Hewitt had been in liaison with the Highways Agency on behalf of the Parish Council, in relation to this matter and that the repairs had been agreed to be undertaken in the very near future. Further that there would be a reduction of the current fencing height from 6ft to 4ft – this was made following consultation with the properties at the site.</p> <p>Unitary Councillor Michael Hewitt, School parking survey, to complete – noted with agreement that the Clerk would complete the survey on behalf of the Council and that the Parish Council considered that it did have a problem with parking at the School.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>13.</b></p>	<p><b>Neighbourhood Plan</b></p> <p>Confirmation given that the Parish Council had applied for four places to attend a workshop entitled</p>	<p>Clerk</p>

	<p>“Supporting Communities and Neighbourhoods in Planning – are you ready to get started on a Neighbourhood Plan?” and that the date of the workshop had been confirmed as scheduled to be held on 23<sup>rd</sup> June 2012. The Clerk was asked to confirm attendance of three persons with a fourth to be sought.</p>	
<b>14.</b>	<p><b>Initial Response Plan</b></p> <p>Confirmation was given that those persons mentioned in the Plan had now all given their agreement for their contact details to be included in the proposed publicised document. A discussion then took place as to the print format of the Plan – agreement given that the Clerk should liaise with a printing firm to request an example print in C5 format. It is hoped that a copy of the Plan could be included in the next edition of the Village Link magazine.</p>	Clerk
<b>15.</b>	<p><b>Amenity Matters and including the Allotments</b></p> <p>Play area proposed works with funding opportunities discussion – brief update given by Cllr Atkinson with agreement that Cllr Atkinson would forward the details of the three quotations now received to the Parish Council for perusal and inclusion at a future meeting as an agenda item.</p> <p>A brief update was given by Cllr Baker on allotment matters and in relation to the consideration of a Parish Council grant application at the next Amesbury Area Board meeting, scheduled to take place on 24<sup>th</sup> May 2012 and which Cllr Baker intended to attend on behalf of the Council.</p>	Cllr Atkinson
<b>16.</b>	<p><b>Consideration of revised Newton Toney Parish Council mandate change following prior consideration and decision by Winterbourne Parish Council</b></p> <p>The revised mandate change was perused with agreement made to accept by the Parish Council.</p>	
<b>17.</b>	<p><b>Correspondence</b></p> <p>Unitary Councillor contribution to the Village Link – agreement made that contributions could be included and that the Parish Council would peruse the contents in the first instance before submission takes place to the Editor of the Village Link.</p> <p>NALC – Request to support early day motion on planning appeals –noted with no further action due to the stated deadline date.</p> <p>Letter of thanks from the organiser of the flower festival, St Mary’s Church –this was read aloud and following the Parish Council recent donation of £97.00.</p>	
<b>18.</b>	<p><b>Confirmation of date of next meeting:</b> Wednesday 20<sup>th</sup> June 2012 at 7.30pm in the Ron Burton Room of the Glebe Hall, Winterbourne Earls, Salisbury, Wilts</p>	

*Meeting concluded at 9.40pm*