

**Minutes of Winterbourne Parish Council meeting for 17th November 2010
Held in the Glebe Hall, Winterbourne Earls at 7.30pm**

Present were – Cllr T Atkinson, Cllr M Grimleigh, Cllr P Johnson, Cllr V Harrod, Cllr M Hewitt, Cllr D Baker and Mrs Melanie Thomas (Clerk)

3 members of the public

		Action
1.	To receive apologies Cllr C Penn, Cllr J Randle.	
2.	Declarations of Interest None.	
3.	Minutes A copy of the minutes for the last meeting held on October 20th 2010 were submitted, and duly approved by Cllr Atkinson.	
4.	Visit by Helen Lines, Rural Networks Manager of Community First to discuss <i>The Good Neighbour Scheme</i> – Helen Lines gave a presentation with reference to the aims of the scheme and which in the main is aimed at trying to build a link with the more vulnerable elderly section of the community to make them aware of the facilities available to them. The scheme is currently being implemented with a phased programme with one co-ordinator being allocated to the Winterbourne area. The candidate for the Winterbourne area is currently being sought with plans to hopefully recruit by the end of January 2011 and with the person chosen having very good local knowledge to aid the requirement of the job. Councillor comment was then made and with the agreement that further details would be sent to the Clerk for distribution to Council members. Thanks were given to Helen Lines for her attendance and presentation at the meeting.	
5.	Visit by Karen Linaker to give a progress report on the Ford to Amesbury cycle route project – a map of the proposed route was distributed to the Council members for perusal and a brief presentation was given to the Council members with reference to the first phase of the project which is the commuter route, the second phase to be the leisure route and yet to be agreed. It is planned that stage one of the project would begin at Ford and carry on to Hurdcott with a likely costing of £5K. It is envisaged to begin the costings of the project at an Area Board meeting in March 2011, with subsequent financial years to achieve the costs of the further stages. It was stated that Wiltshire Council intends to contact the landowner(s) as appropriate. Council members then gave their response with firstly concern raised at the costs of maintenance and secondly safety concerns of crossing on the A338 – it was made clear that the protection of users on the route needed to be addressed in this area. Full support was given by the Parish Council in principle but that the Parish Council intended to protect its interests in the concerns that they have raised and as any relevant future information becomes available. Thanks were given to Karen Linaker for her attendance and information on the matter at the meeting. Further updates to be given as and when information becomes available.	
6.	Parish Councillor vacancy following resignation of Councillor Leslie Wastie Following the resignation of Councillor Leslie Wastie, the Clerk confirmed that the correct documentation from WC had been duly displayed in the Parish and upon confirmation from WC, the Parish Council was now able to co-opt the now vacant position. All Councillors were encouraged to contact any relevant person thought suitable and willing for the position. Note was made of the intention by Cllr Milton Grimleigh to resign from his position on the Parish Council – following discussion, Cllr Gimleigh agreed to remain as a Councillor until a suitable candidate is found to fill his position – once again Councillors encouraged to contact any relevant person thought suitable and willing for the likely vacant position. In addition Cllr Grimleigh stated that once he had resigned as Parish Councillor, he would be willing and happy to remain as a source of advice in relevant items pertaining to the Parish – thanks given to him regarding this kind offer.	All Cllr's
7.	Matters arising from the last meeting Request for grant from the Parish Council from St Mary's, Winterbourne Gunner – Tower Project	Clerk

	<p>– discussed and agreement made that the Clerk should enquire with the organiser to ascertain what percentage of funds had been achieved for the project and what organisations had been approached. Action: January agenda item for further discussion with information to be available.</p> <p>Refuse bin at Hurdcott – update following request from Parishioner – the Clerk re-confirmed to the Parish Council members that following confirmation from WC, a refuse bin would not be agreed by the Council to be placed at the site in question due to concerns regarding the road safety aspects of collection from the site. As the item was asked to be added to the November agenda it was further discussed with agreement made that the Clerk should pass the details of her contact at WC to Cllr Hewitt to further pursue the matter.</p> <p>St Edward’s Churchyard – letter from resident regarding potential works – discussion of quotations – confirmation of one quote received and distributed, a further quote outlining the sycamore removal costs and estimate of a survey was referred to having just been received on the day of the meeting – agreed that a third quote be sought and that Cllr Grimleigh kindly agreed to meet with the second and third contractor to clarify the exact nature of the proposed works and therefore in the hope that accurate quotations are received. Action: agenda for December for further update.</p> <p>Glebe Hall – parking concerns – Confirmation given that parking permits had been organised and produced by the Glebe Hall Committee and allocated to the resident Bourne Valley Nursery. Note made that the local School had been made aware of parking concerns at the Glebe Hall and a letter sent to parents asking them not to park on the site as it was hindering the use of the Hall by genuine/authorised users of the facilities.</p>	<p>Clerk</p> <p>Clerk/Cllr Grimleigh</p>
8.	<p>Finance</p> <p>The Clerk distributed a spreadsheet of the income and expenditure of the Parish Council for November which was accepted by the Parish Council.</p> <ul style="list-style-type: none"> • Invoices approved: Clerks expenses £6.16, Jenny Head £73.45 (Village Link Editor fee and expenses), Hurdcott Landscapes £606.98 (October maintenance and various) 	
9.	<p>Parish Precept – discussion and decision of amount to be requested for 2011/12 – WC deadline 21st January 2011</p> <p>Discussed with reference to budgetary information supplied and distributed by the Clerk – agreement made that consideration of either a 1.25% or 1.5% increase would be made and that a final decision would be made at the December meeting.</p>	Cllr Atkinson
10.	<p>Reports from Unitary Council member and to include the Bourne Valley Alliance meeting</p> <p>Confirmation given of the distribution of the minutes of the last meeting of the BVAPC to each Council member. Reference made to the costs and allocation of Social Service funding and that a reduction in the Highways budget was likely.</p>	
11.	<p>Planning</p> <p>Clerk asked to confirm with the head of the planning department at WC that following the recent sale of the property at Brooklands, Policemans Corner, Winterbourne Gunner, Salisbury, SP4 6JG and in relation to the planning application S/2009/1234, that the Parish Council should be kept informed of any changes or potential changes to the agreed planning application.</p>	Clerk
12.	<p>Highways and Footpaths</p> <p>Parking concerns in Winterbourne Earls – lining update – confirmation and update given of a meeting that had taken place between Cllr Hewitt in his role as Unitary Councillor for the area, a Highways Manager, the Clerk and a local affected resident. A discussion then took place and agreement made that the Clerk should contact the relevant police person to ask if they could firstly visit the site at the times that cause the most concern i.e. School drop and collection times and then to invite them to a Parish Council meeting to inform the members of their findings and to clarify the current regulations of having double yellow lining and their enforcement.</p> <p>Annual Footpath Walk – to be added to a future agenda as and when necessary and on the return of Cllr Randle for update.</p>	Clerk

	<p>30mph speed limit on the Down Barn Road – discussion of possible extension – note made and agreed of the need for a speed limit extension in this area together with sites identified at the Portway and at a location of beyond the Hurdcott turn towards Broken Cross Bridge. Action: Cllr Atkinson to construct a letter to the relevant department in liaison with the Clerk, in order to further this matter on behalf of the Parish Council.</p> <p>Community Service Workers – discussion of possible projects for 2011 – to be added to the agenda for the January meeting of the Parish Council for further discussion.</p> <p>Grit bins – notification from WC – notification received that despite the request for three grit bins by the Parish Council, they had not been allocated. A discussion took place and it was agreed to purchase two grit bins to be placed at (i) at the junction of Hurdcott Lane with the A338 and (ii) in the vicinity of Mill Close/Down Barn Road junction. Note made of the necessity of ensuring that the bins are secured to the agreed location.</p> <p>In addition the Parish Council agreed that it wished to accept the offer from WC of a 1 tonne bag of salt which was stated as being required to be placed in a safe and undercover location to aid the grit bin refilling process. The scheme provider provides Parish Councils with the extra one tonne bag of salt at the beginning of winter to enable parishes to either refill the grit bins themselves or clear footpaths during the depths of winter. Action: Cllr Atkinson to liaise with the Clerk to determine suitable sites for the storage of the salt.</p>	<p>Cllr Atkinson/Clerk</p> <p>Clerk</p> <p>Cllr Atkinson/Clerk</p>
13.	<p>Parish Plan</p> <p>Discussion of this item delayed until the January meeting.</p>	
14.	<p>Parish Steward Scheme</p> <p>Noted as having visited on 8th and 9th November 2010. A lengthy discussion then took place as to the benefits of the scheme and concerns of Councillors were raised – agreed that the Parish Council should accept the recent offer by the scheme organiser to meet with the Highway Engineer, Highway Technician and Parish Steward – Clerk to organise and inform the Council accordingly of suitable dates.</p>	Clerk
15.	<p>Amenity Matters</p> <ul style="list-style-type: none"> • Allotments – discussion of quotations for removal of oak trees on site – discussed with reference to one quotation – agreed that the Parish Council should apply for a Community Area Grant to cover all or part of the proposed works. Clerk to action with a second quote to be sought to satisfy the grant criteria. • Proposed entrance works – discussed and agreed following prior perusal of a quotation, that the works should go ahead – Clerk to liaise with the contractor in order to organise a suitable day(s) for the work with the agreement that it would be advisable that the allotment site be closed for the proposed day(s) of the work. 	<p>Clerk</p> <p>Clerk</p>
16.	<p>Village Link</p> <p>Confirmation of advertisements rates for 2011 along with agreement of 2011 deadline dates of March 7th, June 13th, September 14th and December 21st 2011. Advertisement rates discussed and agreed that the rates should not be increased and therefore remain the same as those agreed in 2009. Deadline dates discussed and agreed in principle but that the Clerk should check in the first instance whether there had been an error in the quoted date of 21st December as previously the date was 21st November. Council made it clear that they agreed all dates but wished for a 21st November 2011 deadline date due to being able to add Christmas content and relevant information of the season.</p>	Clerk
17.	<p>Correspondence</p> <ul style="list-style-type: none"> • WC – Public Open Space Study – deadline 30th November 2010 – discussed with note of the apparent unfeasibility nature of the request and work entailed to complete the request together with deadline date – Clerk asked to forward the relevant information to Cllr Atkinson for a suitable reply be made to the relevant department at WC. • The Planning Inspectorate – Rights of Way Modification Order No 14 2009, Winterbourne 30 & 18 (part) – notification that there had been a determination date of 20th October 2010 and that following this notification received to confirm that the order 	Clerk

	was confirmed subject to the modifications set out in the formal decision.	
18.	Any other business Clerk asked to report a broken cash box located in a BT telephone box located at the site near to Earls Manor Rise, Winterbourne Earls.	Clerk

The meeting finished at 10.13pm.

Date of next meeting: Wednesday December 15th 2010 at 7.30pm in the Ron Burton room of the Glebe Hall, Winterbourne Earls