

**Minutes of Winterbourne Parish Council meeting for November 16th 2011
Held in the Glebe Hall, Winterbourne Earls at 7.30pm**

Present were – Cllr D Baker (Chairman) Cllr J Randle (Vice Chairman), Cllr C Tarver, Cllr P Biggins, Cllr R Baker, Cllr M Atkinson and Mrs Melanie Thomas (Clerk)

Unitary Cllr M Hewitt, PCSO Will Todd, PCSO Shona Maycock, Head teacher and Deputy Head of Winterbourne Earls Primary School, Lynn James representing the Glebe Hall Committee and five members of the public

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| 1. | To receive apologies Cllr Harrod and Cllr Johnson. | |
| 2. | Declarations of Interest 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. | |
| 3. | Minutes A copy of the minutes for the last meeting held on October 19th 2011 were submitted, and duly approved by Cllr Baker. | |
| 4. | Matters arising from the last meeting <ul style="list-style-type: none"> • Parish map – possible purchase – an update was given by Cllr Tarver of research that he had further made via the Wiltshire Council web site – Clerk asked to further investigate and report to Council members. • Emergency Plan – an update of the various changes to the Plan that had been made was given to the Council. Note of further changes to be made was agreed with Cllr Biggins to liaise with the Clerk in order to instigate. • Tanners Lane, Ford – re-iteration made of previously noted concerns of vehicles traversing the ford and becoming lodged – agreement that Cllr Michael Hewitt would further pursue on behalf of the Parish Council. | <p>Clerk</p> <p>Cllr Biggins/Clerk</p> <p>Cllr Hewitt</p> |
| 5. | Vacancy for Parish Councillor following the resignation of Councillor Charles Penn and possible co-option of the post The Clerk reported that following the display of the election notice from Wiltshire Council in the Parish, an election had not been called therefore the position was now able to be co-opted. Note that one application from Dr Steve Bucknell had been received and which was then considered. The Parish Council unanimously agreed to accept Dr Bucknell as the co-opted Councillor. Dr Bucknell 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. | |
| 6. | School parking concerns – 30 minute allocation and to include presence of PCSO Shona Maycock and Head teacher of Winterbourne Earls School with input from a representative of the Glebe Hall Committee A lengthy discussion took place with input from the aforementioned parties. Note made of the historical nature of this concern and that had been previously addressed in liaison with the police authority and Parish Council. A suggestion was made of a central drop off point such as the Glebe Hall car park but this was thought to be unsuitable due to the actual users of the Hall which would encumber them and due to concerns of the exit/entrance to the Hall itself which is considered to be unsuitable for large volumes of traffic. It was agreed that a solution to the problem could not be | <p>All</p> <p>Clerk</p> |

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| | made and that the concerns could only be alleviated. It was decided however that (i) the School should pursue via the correct authority, the possibility of the placement of flashing School signage to be erected on approach to the School in order to alert road users (ii) that a metro count of vehicles on this section of the A338 should be carried out. Once the results of this metro count is known and a letter of support is gleaned from the police authority, it is the wish of the Parish Council to request that the 30mph signage is moved further back along the A338 towards Ford in order to aid road safety for the users of the School. | |
| 7. | <p>Finance</p> <ul style="list-style-type: none"> • Approval of the November statement – following perusal of the previously distributed accounts and statement, unanimous agreement given for the approval of the statement. • Invoices for approval: Hurdcott Landscapes Ltd £421.20 (October maintenance). | |
| 8. | <p>2012/13 Parish precept – discussion of with possible agreement – WC deadline January 2011</p> <p>Reference was made to a previously distributed financial budget for the Council funds – perusal then made with decision to further consider the figures with a possible decision to be made at the December meeting and where the matter will be an agenda item.</p> | All |
| 9. | <p>Report from Unitary Councillor member</p> <p>Note made of several items which included confirmation of the departure of the WC Chief Executive and that approximately 98% of funds lodged with the Icelandic Banks had now been reclaimed.</p> | |
| 10. | <p>Planning</p> <p>S/2011/1697 – Peelers, Thorneydown Road, Winterbourne Gunner - single storey rear extension – discussed with unanimous confirmation of Support from the Parish Council. Clerk to duly notify Wiltshire Council of the decision.</p> | Clerk |
| 11. | <p>Highways and Footpaths</p> <ul style="list-style-type: none"> • WC – Village nameplate – Winterbourne Earls – discussed with decision to delay the placement until a decision is made on the proposal by the PC that the 30mph signage be moved further along the A338. • Parish Steward – update given of recent works undertaken with note that some previously reported jobs had yet to be addressed – concern raised at the time taken to complete the reported jobs – decision to keep a watching brief on the matter. • Note made of the need to cut back the vegetation on the WIN6 footpath, leading from the Glebe Hall to the back of Summerlug. Clerk to contact the contractor in order that the necessary works are undertaken. | Clerk |
| 12. | <p>Neighbourhood Watch</p> <p>Confirmation given from Cllr Harrod in absence that he would address this item at the next meeting and was currently awaiting a reply from a NW contact with regards to signage.</p> | Cllr Harrod |
| 13. | <p>Olympic Torch – consideration of celebration following announcement that the torch will pass through the Winterbournes on Wednesday 11th July 2011</p> <p>This item was discussed with the suggestion of organising an event on the day in the Parish – further discussion to be undertaken once the actual time of the visit of the torch to the Parish is known.</p> <p>The planned 2012 Jubilee/Olympic Parish Council main event was briefly discussed with agreement that Cllr Atkinson would place a note in the next edition of the VL requesting if any other organisations were intending to hold an event then to notify the Parish Council – this is to ensure a co-ordination of diary of events in the village is made so they can complement rather than clash with each other.</p> | Cllr Atkinson |

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| <p>14.</p> | <p>Amenity Matters and including the Allotments</p> <ul style="list-style-type: none"> Update from Annual allotment holder meeting of 25th October 2011 and possible agreement of action points – an update was given of this well attended and productive meeting with reference to the notes of that meeting which had been previously distributed. Agreement given to apply for a further CAG grant (with the Parish Council donating 50% from its own funds for the cost of the works) in order that further clearance of areas at the site be made to create additional plots which are much needed in order to alleviate the current waiting list. In addition agreement that a notice board be placed at the site together with the removal of several oak trees which were encumbering the use of some plots. <p>Note made of visibility concerns upon entrance and exit to the site – discussed with agreement that the Clerk should write to the Highways department and ideally to organise a site visit to address the matter.</p> <ul style="list-style-type: none"> RoSPA report – report findings were noted with confirmation that no items were in need of remedy. A discussion then took place as to possible improvements at the site with regard to the purchase/replacement of equipment. Cllr Atkinson produced quotations which were then referred to and which had been previously distributed. The works were confirmed as costing in the region of £20K with agreement that in the first instance the Parish Council would apply for a CAG of 10k from WC with the remaining works/funding to be sought in the future. Annual Footpath Walk – action recommendation table – further discussion and possible re-allocation of some action points to the Parish contractor – the table was referred to having been previously distributed. Agreement that those action points allocated to a contractor who is not the main Parish Council contractor should not be actioned at this time. However, the Clerk was asked to request that the main contractor undertake the cutting of the rough undergrowth on the verge in Tanners Lane between Parsonage Mead and the river. | <p>Clerk</p> <p>Clerk</p> <p>Cllr Atkinson/Clerk</p> <p>Clerk</p> |
| <p>15.</p> | <p>Cricket pitch – discussion of possible donation utilising available R2 funding</p> <p>A discussion took place with audience participation of a possible donation to the project – agreement that the scheme organiser and who was present, should supply the Parish Council with an itemised list of funding requirements in relation to equipment – the Parish Council would then upon receipt, peruse the information with the aim to utilising its available R2 funding.</p> | |
| <p>16.</p> | <p>Village Link – proposed deadline dates for 2012</p> <p>Suggested as March 12th, June 18th, September 17th and November 19th 2012 – all in agreement. Clerk to notify the Editor accordingly with a note of thanks and gratitude to be conveyed on behalf of all the members of the Council for the valued work undertaken with the Village Link.</p> | <p>Clerk</p> |
| <p>17.</p> | <p>Correspondence</p> <ul style="list-style-type: none"> Request for donation from Winterslow Playday 2012 event organiser – discussed and declined. Email from Area Board manager regarding offer to meet with the Parish Council – agreement to invite the manager to the December meeting with the suggested time of 7pm and 7.30pm. | <p>Clerk</p> <p>Clerk</p> |

Meeting concluded at: 9.40pm

Date of next meeting: To confirm the date of the next Parish Council meeting as Wednesday December 21st 2011 at 7.00pm in the Ron Burton room of the Glebe Hall, Winterbourne Earls