

**Minutes of Winterbourne Parish Council meeting held on October 17th 2012
Held in the Glebe Hall, Winterbourne Earls at 7.30pm**

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

1 member of the public, Unitary Councillor Mike Hewitt, Simon Rowe, Wiltshire Council representative

		Action
1.	<p>To receive apologies</p> <p>Cllr Biggins, Cllr Bucknell.</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 September 19th 2012 – unanimously approved and signed as a correct record by the Chairman, David Baker.</p>	
4.	<p>Visit by Simon Rowe, WC officer in relation to the Snow Warden Scheme and discussion of a Parish Winter Emergency Response plan</p> <p>A warm welcome was given to Simon Rowe who then gave a short presentation about the Snow Warden Scheme offered by Wiltshire Council and in relation to the Parish Council. The scheme tries to encourage community self- help with the possibility of the Parish Council nominating a Snow Warden. In addition a weather emergency response plan could be drawn up by the Snow Warden and fellow members of the Parish Council with then supply of a one tonne bag of salt to be given to the Parish Council for use in the Parish. Simon noted that he would welcome feedback on a local level which would help in the provision of further salt if thought to be needed. A map was given to the Parish Council indicating areas to be salted and their relevant priority areas. Note made that various types of salt distribution spreaders could be supplied to the Parish Council and which one of a “shaker” type was given to the Council for their use. It was hoped to enlist volunteers for the spreading with Cllr Shepherd volunteering for the Hurdcott area of the Parish.</p> <p>Thanks were given to Simon for his attendance at the meeting and information provided which was thought to be most helpful. The Parish Council then agreed that they would consider the Scheme before the next meeting with plans to agenda the item at the November meeting of the Parish Council.</p>	
5.	<p>Visit by John Brown, web master for the Parish Council web site – discussion of current content and format</p> <p>A warm welcome was given to John Brown who then gave an overview of the current Parish Council web page and following prior distribution of information relating to this. The web page was then discussed at length in reference to content, style and limitations to the current set up. In addition suggestions were made of a possible change to the domain name which was thought advisable with “thewinterbournes.org” suggested and thought suitable. The Parish Council reiterated the wish and need to have the content updated on a regular basis with inclusion of the latest minutes and précis and events in the Parish as a high priority.</p> <p>It was agreed that John Brown with the aid of Cllr Randle would undertake the overhaul of the web page with a new format to be made. Thanks were given to John for the valued time and effort he had taken with his visit and for the offer of the agreed future help in the project.</p>	Cllr Randle
6.	<p>Matters arising from the last meeting</p> <p>Ford at Green Bridge – concerns of vehicle usage at the site – update and to include two recently</p>	

	<p>received communications from Parishioner’s concerning vehicle usage at the Ford, Green Bridge, Tanners Lane – confirmation that an update had been received from a Senior Traffic Management Engineer at Wiltshire Council to inform the Council that an inspection of the site had taken place with confirmation that the current signage is positioned accordingly. In addition that the matter of the forthcoming road closure will be discussed with consultants and to request that temporary signs are positioned during the closure and in the long term it is the intention to look at ways of improving the permanent signing arrangements.</p> <p>Bus shelter at Hurdcott – damage to on 11.9.12 and consideration of quotations for the repair/replacement of – two quotations were discussed with the decision made to accept the quotation from Woodford Forest and Landscape Ltd. Action: Clerk to forward both quotations to the PC insurance company with note of the agreement and preferred contractor by the PC.</p> <p>Tree located near to No 3 Sherfield, adjacent to A338 – note made that following research since the last meeting, it had not been possible to ascertain the ownership of the land that the tree was located on. Agreement made that the Clerk should inform the tree officer at Wiltshire Council of concerns that the Parish Council has in that it is considered to be dangerous, overhanging both Council and private property. In addition notification to be made to the tree officer of two trees located between 4 and 4a at Summerlug which were thought to be in need of remedial work.</p> <p>Note was made of sycamore trees on Main Road, Winterbourne Gunner, Salisbury, Wilts (see item 17 in relation to this).</p> <p>Update report from meeting held between Cllr Hewitt and WC officers regarding blind exit from Gaters Lane, Winterbourne Dauntsey onto the C56 Portway</p>	Clerk
7.	<p>Finance</p> <p>Approval of October statement – unanimously given.</p> <p>Invoices for approval: Clerk expenses £10.56, Society of Local Council Clerks (SLCC) renewal membership for 2012/2013 £46.66, R M George & Son £264 (allotment track works), The Royal British Legion £25 (2012 poppy wreath), Hurdcott Landscapes £421.20 (September maintenance).</p> <p>The Parish Council agreed to donate £25 for the purchase of a poppy wreath, payable to The Royal British Legion. The Parish Council agreed to renew the membership for the Clerk to the Society of Local Council Clerks.</p>	
8.	<p>Reports from :</p> <p>Wiltshire Council Unitary Councillor Michael Hewitt – an update was given from Cllr Hewitt and which included:</p> <p>1.A meeting Cllr Hewitt had attended at The Grange, Winterbourne Dauntsey with senior Wilshire Council officers and Cllr Atkinson representing the Parish Council in relation to event licensing and reported noise disturbance due to the business activities conducted at The Grange. This matter was reported to be on-going and to being dealt with by the Unitary Council. A letter from a Parishioner dated 6th October 2012 which had been received by the Chairman for the attention of the Parish Council as a copy (addressed to Cllr Mike Hewitt) was then referred to and in reference to the “Field Car Park” and possible renewal of the wedding venue licence for the Barn at The Grange. This letter to be distributed to all Council members.</p> <p>2. Broken Cross Bridge and the forthcoming arrangements for the planned closure.</p> <p>3. Flood Warden Seminar held recently where Cllr Hewitt is the Chairman of the Flood Working Group. It was noted by Cllr Hewitt that there is thought to be a high chance of flooding to be expected in the Bourne Valley and Salisbury area following information reported at the Seminar. It was advised that the Parish Council as part of its Flood Warden Scheme, should alert Parishioners especially in the Hurdcott and Gaters Lane areas, with the supply of relevant information and warnings from the Environment Agency. It was agreed that Cllr Randle as the PC Flood Warden representative would prepare and despatch a letter to ten specific properties, details to be supplied to the Clerk for reference purposes.</p>	Cllr Randle

	<p>Speed Watch Working Group meeting of the 4th October – Cllr Shepherd, Cllr R Baker - confirmation given that Cllr R Baker and Cllr G Shepherd had attended the meeting on the 4th October. Cllr R Baker gave an update on the meeting. It was suggested from the group that a steering group from the Parish of approx. five people is set up on a voluntary basis and those points of concern in regard to speeding and road safety is identified and marked on a map with a ten point action plan then to be undertaken. Confirmation given that the next meeting is due to be held on 29th November 2012 with Cllr R Baker confirming attendance at the meeting on behalf of the Council.</p> <p>Cllr D Baker from the BVAPC meeting of 4th October 2012 – an update was given by Cllr D Baker on the meeting he had attended on 4th October 2012, on behalf of the Council and where the focus of the meeting was exclusively on the subject of a Youth Project. A presentation had been given by Jenny Bertram on the subject. It was suggested that details of the project are placed in the next edition of the Village Link and to hold an open public meeting with parents invited to gauge interest in the project.</p>	
9.	<p>Planning</p> <p>S/2012/1336/LBC – Peacock Cottage, Gaters Lane, Winterbourne Dauntsey, Salisbury – convert existing single garage into a kitchen – discussed with decision of Support by the Parish Council. Action: Clerk to notify Wiltshire Council of the PC decision.</p> <p>S/2012/1428/Full – Full Planning, erection of rear extension. Replace flat roof with pitched roof and roof conversion. Installation of photovoltaic panels and rainwater harvesting system – Location: Grafton, Winterbourne Earls, Salisbury. Application reported as having been received on 17th October 2012 and to added to the agenda of the November meeting for discussion and possible decision to be made.</p>	<p>Clerk</p> <p>Clerk</p>
10.	<p>Applications for Licences</p> <p>Discussed in brief with decision of no action to be taken.</p>	
11.	<p>Highways and Footpaths</p> <p>Feedback from the Annual Footpath Walk held on 30th September 2012 with possible action points – discussed at length and following the prior distribution of a list of the relevant footpaths and suggested necessary remedial actions which included actions for the Parish Council, Parish contractor, footpath warden, landowners, Wiltshire Council and Parish maintenance person. The suggested actions were then discussed with Cllr Atkinson to update the list accordingly following comments at the meeting and that the Parish Council would review the document/works at the January 2013 meeting of the Council.</p> <p>Thanks were given to Cllr Atkinson in her much valued efforts in this item.</p>	<p>Cllr Atkinson</p>
12.	<p>Campaign to Protect Rural England (CPRE) – Best Kept Village competition – discussion of and ahead of possible entry in 2013</p> <p>Decision made to delay discussion of this item and to add to the November agenda of the Parish Council.</p>	<p>Clerk</p>
13.	<p>Neighbourhood Plan (NP)</p> <p>Confirmation of date of public meeting – 24th November 2012 at 2pm, Glebe Hall, Winterbourne Earls – date confirmed as the 24th November 2012 and with reference to the invitation letter that Cllr Bucknell had compiled on behalf of the Council – thanks were given to Cllr Bucknell in his efforts with this. The letter was referred to with two alterations agreed – these were to add the word businesses and in the last line of paragraph two and to change the last line of the fifth (penultimate) paragraph to “working group to create our plan”.</p> <p>Confirmation given that the Parish Council had received information that they had been assigned an officer from the planning department to aid with the NP process in the Parish and where it was hoped that they or another officer(s) would be in attendance at the public meeting to be held on the 24th November 2012.</p>	<p>Clerk</p>

	<p>celebrations – this item discussed with agreement made that the Society could undertake the replanting – thanks to be conveyed to the Society from the Parish Council in their kind offer.</p> <p>Email communication from the Amesbury Community Area Manager with details of Parish Emergency Plans – agreement made to add this item to the agenda of the November meeting of the Parish Council for a full discussion to take place.</p> <p>Email communication of an informal Amesbury Area Board meeting on 18th October 2012 where the main topic of discussion will be Neighbourhood Planning with a presentation to be given by Sarah Hughes, Senior Planning Officer at WC – confirmation that Cllr D Baker and Cllr R Baker intended to attend on behalf of the Parish Council.</p>	Clerk
18.	Confirmation of date of next meeting: confirmed as November 21st 2012	

Meeting concluded at 10.03pm