

**Minutes of Winterbourne Parish Council meeting for September 21st 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 Johnson, Cllr R Baker, Cllr V Harrod, Cllr M Atkinson and Mrs Melanie Thomas (Clerk)

Unitary Cllr M Hewitt and one member of the public

		<b>Action</b>
<b>1.</b>	<b>To receive apologies</b>  Cllr P Biggins.	
<b>2.</b>	<b>Declarations of Interest</b>  Cllr V Harrod for item 12 regarding allotments and as an allotment holder himself.	
<b>3.</b>	<b>Minutes</b>  A copy of the minutes for the last meeting held on July 20 <sup>th</sup> were submitted, and duly approved by Cllr D Baker.	
<b>4.</b>	<b>Matters arising from the last meeting</b> <ul style="list-style-type: none"> <li>• Flying patterns at Boscombe Down – Cllr Harrod gave a brief report on flying patterns at Boscombe Down and following a query at the July meeting.</li> <li>• Emergency Plan – further consideration – agreement that a list of key holders of the Glebe Hall be added – Cllr Atkinson agreed to action. Clerk to add a review date to the document to ensure that the information is kept up to date.</li> </ul>	Cllr Atkinson/Clerk
<b>5.</b>	<b>Parish Councillor vacancy</b> – notification of possibility of co-option  Following the availability of a vacant Councillor position and application by Mrs Maureen Atkinson, the Council considered the application with unanimous agreement to co-opt Mrs Atkinson as a Parish Councillor. Clerk to organise the relevant paperwork and inform Wiltshire Council.	Clerk
<b>6.</b>	<b>Finance</b> <ul style="list-style-type: none"> <li>• Approval of August and September statement – perused and all agreed.</li> <li>• Invoices for approval: Clerks expenses, Hurdcott £451.20 and £351 (July and August maintenance), Chimaeron Ltd £54 (use of conference room), Christopher Roy Judd £87.94 (allotment works), Salisbury Diocesan Glebe £207 (play area rent for half year ending 28<sup>th</sup> September 2011).</li> <li>• Confirmation of completion of external audit by Mazars and public display – confirmation given of the completion of the 2010/11 accounts with no items to address – Clerk to organise the public display for a specified obligatory time period.</li> </ul>	Clerk
<b>7.</b>	<b>Parish Clerk</b>  Request for membership of the Society of Local Council Clerks – discussed with unanimous agreement to support – final cost of membership to be confirmed at the	

	October meeting.	
<b>8.</b>	<p><b>Report from Unitary Councillor member and to include the Bourne Valley Alliance</b></p> <p>Information given on the Localism Bill. Note made of the need to ensure the Parish Plan is kept up to date with agreement to agenda the item at the October meeting for further discussion.</p> <p>Note made of the next meeting of the BVAPC and to be 6<sup>th</sup> October where the Broken Cross Bridge will be discussed.</p>	Clerk
<b>9.</b>	<p><b>Planning</b></p> <ul style="list-style-type: none"> <li>• S/2011/1314/TCA – The Grange, Gaters Lane, Winterbourne Dauntsey, Salisbury – discussed and supported.</li> </ul>	
<b>10.</b>	<p><b>Highways and Footpaths</b></p> <p>Tanners Lane Ford – concerns regarding the Ford were discussed at some length. The Parish Council stated that although it is not responsible for the Ford it would be prepared to help. Agreement made that the Clerk would write to WC to ascertain the possibility of placing vehicle warning signs in the same way that are placed near the A338 for Gaters Lane (beside the shop).</p>	Clerk
<b>11.</b>	<p><b>Parish Steward scheme</b></p> <p>No items of note mentioned.</p> <p>Reference made to the Annual Footpath Walk which recently took place in September 2011 and that a full report was intended to be produced at the October meeting of the PC. Agreement made that additional dog fouling signage was in need of display and that an article should be placed in the next edition of the Village Link concerning the matter and apparent increase of fouling.</p> <p>Note made of the apparent nature of overgrown trees at the location of Paddock Close, Winterbourne Dauntsey. In addition a proliferation of weeds on the pavement that needed to be removed. Cllr Baker agreed to email the Clerk photographic evidence in order to forward to the Highways Agency to highlight the concern for remedial action.</p>	Clerk  Clerk/Cllr Baker
<b>12.</b>	<p><b>Amenity Matters and including the Allotments</b></p> <ul style="list-style-type: none"> <li>• Proposed play area works – update – note that Cllr Atkinson had had a meeting with two interested Parishioner’s to review the site. Note made that a RoSPA inspection was imminently due and that this would be used as guidance. It is the intention to obtain some costings for necessary and suggested works and to agenda for further discussion at the October meeting of the PC.</li> <li>• Allotment matter regarding planned event – discussed at length with agreement that the Clerk would draft a letter, distribute to the Council members for possible approval before despatch.</li> <li>• Allotment allocation of plots and consideration of current waiting list – noted that there are currently two persons on the waiting list. Notification given of one allotment holder who had been asked to vacate their allocated plot due to apparent non-use and therefore in breach of the tenancy agreement – Clerk asked to refund monies owed to the allotment holder and plot to be re-allocated.</li> <li>• Note made of the on-going intention to restore the cricket pitch in the Parish and that a match had already taken place – the Parish Council re-iterated its support of the project and the intention to apply for any necessary grants in 2012.</li> </ul>	Clerk/ Cllr Atkinson  Clerk

13.	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Email from Parishioner regarding St Edwards Churchyard – discussed with agreement that Cllr Randle would peruse the site and report his findings to the October meeting before a decision could be made on this item.</li> <li>• Salisbury City Council - Flying Forum member invitation – Cllr Harrod expressed an interest in attending a meeting scheduled for the 11<sup>th</sup> October 2011 and on behalf of the Parish Council.</li> </ul>	Cllr Randle
14.	<p><b>Any other business</b></p> <p>The siting of Neighbourhood Watch signs was discussed with discussion of some likely sites – Cllr Harrod agreed to place the signage in those locations thought most appropriate.</p>	Cllr Harrod

Meeting finished at 9.40pm. Date of next meeting: 19<sup>th</sup> October 2011 at the Glebe Hall Winterbourne Earls