WINTERBOURNE PARISH COUNCIL

Minutes of the meeting of the Winterbourne Parish Council held on December 18th 2013 in the Glebe Hall, Winterbourne Earls at 7.30pm

Present were – Cllr D Baker (Chairman), Cllr G Shepherd, Cllr M Atkinson, Cllr S Arnott, Cllr M Ostil-East, Cllr S Bucknell, Cllr C Tarver, Cllr R Judd, Cllr P Biggins and Mrs M Thomas (Parish Clerk)
2 members of the public

		Action
1.	**Apologies** Cllr M Hewitt.	
2.	**Declarations of Interest** Cllr M Atkinson as the treasurer and representative of the Glebe Hall Committee.	
3.	**Minutes** To approve as a correct record of the minutes of the meeting held on November 20th 2013 - unanimously approved and signed as a correct record by the Chairman, David Baker.	
4.	**Questions from the public** None.	
5.	**Reports from:** Councillor Unitary Mike Hewitt – due to the absence of Cllr Hewitt, a report was not provided. Cllr Sharon Arnott for Wiltshire Council meeting of 25th November 2013 re: Cycleway – Cllr Arnott reported on the meeting which she had attended on behalf of the Council and where it was reported that the item was ongoing, with Wiltshire Council currently liaising with land owners as to the site of the cycleway.	
6.	**Matters arising from previous meeting** Winterbourne Earls sign – it was reported that an email communication had been received from a Wiltshire Council representative with agreement to place the sign at a point of approximately 325mm from the Broken Cross roundabout with installation likely to take place towards the end of February/early March 2014 – the Council requested that the Clerk reply to the officer with note of its agreement with the suggestion. Village Link – vacant editor position – it was reported that a new editor for the Village Link (beginning with the Spring edition) had been found and following the resignation from the current editor.	Clerk
7.	**Finance** Parish Council December statement of accounts at appendix one - unanimously approved. Invoices for approval: as at appendix one with resolve to authorise cheque payments of 000006, 000007, 000008, 000009, 000010, 000011, 000012, 000013.	
8.	**Winterbourne Parish Council Precept discussion for 2014/2015 with possible decision in time for Wiltshire Council deadline of 24th January 2014** The Parish Council precept for 2014/2015 was considered and in reference to budgetary information – it was resolved that a request be made to Wiltshire Council for the amount of £16,985.00 with an agreed grant from Wiltshire Council to be given of £647.48 – the total precept amount to be £17,632.48. Action: Clerk to notify WC accordingly and by the specified deadline. The Clerk was asked to enquire with Wiltshire Council whether it would be possible to ascertain a breakdown of the amount of houses in each council tax band category for the Parish.	Clerk Clerk
9.	**Planning** Discussion of Parish Council response to applications made prior formal registration with Wiltshire Council with consideration of addition to the Parish Council standing orders in	

	relation to this item This item was discussed with agreement that the following addition be made to the current standing orders for Winterbourne Parish Council "The Parish Council will not offer a formal opinion or decision on a proposed planning matter/application with either the proposer or their agent prior until a formal application has been prepared and lodged with the proper planning authority." Action: (i) Clerk to amend accordingly and re-issue the amended/updated copy of the standing orders and (ii) inform Unitary Cllr Fred Westmoreland of the addition/decision of the Parish Council in relation to the planning item.	Clerk
10.	**CATG Parish representative** The current arrangement of the representative for Winterbourne Parish Council at the CATG meetings was discussed with note by the Council that it required a written report from each meeting and which was not evident from the last meeting of the group. It was resolved that Cllr Baker would make further enquiries with the BVAPC and in order to clarify/resolve the concerns of the Parish Council.	Cllr Baker
11.	**Pedestrian crossing at Winterbourne Dauntsey** The recently placed assisted crossing on the A338 was discussed with visibility concerns raised for users of the crossing - resolve was made that a site visit should be requested with a Wilshire Council officer to further discuss. Action: Clerk to organise a site visit.	Clerk
12.	**Community Speedwatch Scheme** Item noted as ongoing and that the results of the requested site visits by the police authority are currently awaited.	
13.	**Winter register of vulnerable Parishioners** Consideration was given to compiling a list of vulnerable persons in the Parish with resolve made of no further action to be taken.	
14.	**Amenity Matters including the allotments** Play area/amenity site – renovation of – an update was provided by Cllr Atkinson of the renovation of the play area site and with production of the final proposed design – this was then discussed. The Clerk was asked to enquire and obtain an up to date Section 106 Parish funds statement from Wiltshire Council. Thanks were conveyed to Cllr Atkinson in her much valued efforts with the ongoing project.	Clerk
15.	**Neighbourhood Plan (NP)** Update from meeting held on 2.12.13 – Cllr Bucknell provided an update from the meeting held on 2nd December 2013 and with confirmation that up to date documents including minutes of meetings had been distributed to Council members with agreement and intention to display on the Parish web page. Confirmation was given of the date of the next meeting which is 20th January 2014.	
16.	**Correspondence** Community First letter dated 27.11.13 – in regard to Good Neighbour scheme - discussed with resolve that (i) the Parish Council would not provide a donation following enquiry of and (ii) would write to the head of commissioning at Wiltshire Council with a copy to the leader of Wilshire Council expressing the concerns of the Parish Council as to funding and the necessity of the service provided by the scheme. Wiltshire Citizens Advice – email communication dated 17.12.13 – discussed with resolve that the Parish Council would not provide a donation following enquiry of. Communication from a Parishioner offering to fund a refuse bin along with its installation and possible cost of waste disposal of the contents – the offer was discussed with suggestion of possibly placing the bin on the Thorneydown Road footpath and as close to the road as possible due to ease of accessibility in which to empty – resolve was made to thank the Parishioner concerned with note that the Council intended to further research the site, liaise with Wiltshire Council and ascertain land ownership in the first instance.	Clerk Clerk Clerk
17.	**Confirmation of date of next meeting:** confirmed as 15th January 2014	

Meeting concluded at 9.43pm