Minutes of the meeting of Winterbourne Parish Council held on January 19th 2016 in the Glebe Hall, Winterbourne Earls at 7.30pm

Present were – Cllr D Baker (Chairman), Cllr M Atkinson (Vice Chairperson), Cllr G Shepherd, Cllr P Biggins, Cllr R Judd, Cllr C Penn, Cllr M Ostli-East, Cllr N Grace, Cllr S Bucknell and Mrs M Thomas (Parish Clerk)

5 members of the public, Unitary Councillor Mike Hewitt

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| **1.** | **Apologies**  None received. |  |
| **2.** | **Declarations of Interest**  Cllr Atkinson as the treasurer and representative of the Glebe hall committee. |  |
| **3.** | **Minutes**  To approve as a correct record, the minutes of the meeting held on December 16th 2015 - unanimously approved as a correct record and signed by the Chairman, Cllr Baker. |  |
| **4.** | **Questions from the public**  None. |  |
| **5.** | **Reports from:**  Councillor Unitary Mike Hewitt – Cllr Hewitt updated the Parish Council on Wiltshire Council matters and which included (i) note of a forthcoming road closure in relation to planned works on A338 Winterbourne/Laverstock from 15th February to 8th March 2016. Clerk was asked to further enquire with the highways department to ascertain exact timings of the proposed closure and to enquire how the closure may affect the bus services. Council made note that it has requested from Wiltshire Council that Vicarage lane be repaired as part of the works but the Council had declined due to the current budget situation they were unable to consider any additional work in this financial year. In light of this Cllr Hewitt advised the Parish Council that it contact the highways department to request that the repairs in Vicarage lane be undertaken in the next financial year and when it is understood that works are to be undertaken at Figsbury road in the Parish and (ii) note of next Area Board meeting.  Community Speedwatch scheme – report from team co-ordinator - a verbal report from the CSW team co-ordinator was provided to the Council with an update of the activities of the group since the last Parish Council meeting. Note was made that two speed checks had been carried out with reference to the statistics gathered from the checks. Thanks and appreciation was conveyed by the Parish Council to the co-ordinator and fellow members of the group. | Clerk |
| **6.** | **Matters arising from previous meeting(s)**  Apparent overgrown hedges near to High Post golf club – Cllr Baker reported to the Council that he had visited the manager of the golf club and who had confirmed that the hedges would be cut by the end of February 2016.  Closure of Good Neighbour Coordinator service – an email communication reply from Wiltshire Council to the Parish Council in relation to the closure was noted and that it is now understood that the service would cease at the end of March 2016.  Rusty post next to the public telephone kiosk - Cllr Baker reported that he had investigated the matter following a Parishioner query with note that he considered the post belonging/in the remit of the highways dept – ACTION: Clerk asked to request from highways that the post be removed as it is unsightly and may be a hazard in its location. | Clerk |
| **7.** | **Correspondence**  Email of 30/12/15 – permission to use the field opposite Glebe hall – following request by the Glebe hall committee, the Parish Council considered and resolved that it would allow use of the field opposite the Glebe hall on 27/8/16 subject to weather conditions.  Email of 3/1/16 – “Flooded” – Parish Council considered the email and content with resolve to reply to the author to note that it considered that the farmer in question was doing what he could to alleviate the noted concern.  Public consultation on the cost of policing in 2016/17 – email of 5/1/16 – noted.  St Edwards Meadow – Parishioner email of 11/1/16 – Parish Counci considered the email and content with resolve that it would seek to apply for ownership of the strip of land at the entrance to St Edwards Meadow.  Best Kept Village – email of 11/1/16 – Parish Council discussed the Parishioner email and content with resolve that Cllr Baker would liaise with the owner of the property as mentioned and in regard to drainage. With regard to the second query mentioned by the Parishioner, the Council resolved that the mentioned dog bin in Tanners Lane be relocated a short distance from its current location and in an effort to improve vision of it. ACTION: Clerk to contact the landowner to request relocation of the bin.  Wiltshire Council Bus services review – noted. | Clerk  Clerk  Clerk  Clerk |
| **8.** | **Finance**  Approval of January statement - considered and unanimously approved.  Invoices were considered as at appendix one with cheque payments authorised of: 000135, 000134 £102 (maintenance), 000131 £35, 000133 £25.19, 000132 £35.16. |  |
| **9.** | **Highways**  Drains in Figsbury road and on the main road (A338) – Parish Council reported that it had requested from Wiltshire Council that the drains at this site be cleared with confirmation that they had been and were due for further clearance in February 2016. |  |
| **10.** | **Planning**  15/11946/FUL – Land adjacent to Rose Cottage, Main Road SP4 6EW – proposed construction of two dwellings, including creation of two accesses, hard and soft landscaping and associated works – Parish Council considered the application with resolve to OBJECT to the application with reasons being (i) Over development of the plot, (ii) concern of the height of the proposed dwellings - this is considered to be out of keeping with the surrounding properties and (iii) the Parish Council considers that there is ambiguity of the land outside of the site to be used as access to the development (WC highway land and a public footpath) - the Parish Council wishes to seek clarity in this matter and to ensure that the area is preserved as an open space. Parish Council requested from Cllr Hewitt that he brings the application to the attention of the southern area planning committee.  16/00048/FUL – Riverdown Park development – Off Pearce Way, Salisbury SP1 3GU – proposed formation of new country park, including new car park with access from Spire View (Roman Road), land re-profiling and associated drainage – Parish Council discussed the application with resolve by the Council of No Comment. | Cllr Hewitt  Clerk  Clerk |
| **11.** | **Review of licence (car park adjoining Winterbourne Glebe Hall) between Winterbourne Parish Council and the Bourne Valley (BV) nursery school**  The Parish Council discussed the licence with resolve that Cllr Grace would liaise and arrange to meet with the Chairman of the Glebe Hall committee (Cllr Baker/Judd to assist) and representatives of the BV nursery to further the item. The Parish Council intends to review the 2003 car park lease between the Council and the BV nursery with the item to feature as an agenda item over the next few months and until the review has taken place and completed. |  |
| **12.** | **Village Link (VL) – banking arrangements for advertising**  Parish Council discussed the current arrangement of cheque payments for advertising in the VL and confirmed that it was also agreeable for BACS payments to be made directly to the Parish Council banking facility (in addition to cheque payments). Clerk was asked to relay this information to the VL editor and to liaise with the editor to ensure that an administrative system is set up in order to cross check the BACS payments requested by the editor to the Parish Council (and as the Clerk was responsible for checking the received payments).  As part of this item payment from an advertiser was discussed and whereby two duplicate cheques had been returned from the Parish Council bank. Clerk noted that a cash payment agreed to be paid in lieu of the cheque payment by the advertiser had not been received and by an agreed date. Parish Council asked the Clerk to contact the advertiser to note that if payment was not received within seven days of the date of the contact then the advertisement would not be placed in the VL. | Clerk  Clerk |
| **13.** | **Parish Council web page**  Review of with clarification of domain name registration – in the presence of the web master, the domain name was discussed, with resolve by the Parish Council and request to the webmaster (and to whose name it is currently registered) that it be transferred to Winterbourne Parish Council. It is understood that administrative access to the site will be made via passwords and which both the Parish Council and the webmaster would have and in order to carry out any necessary changes/updates to the site. | Clerk/  webmaster |
| **14.** | **Neighbourhood Plan (NP)**  Confirmation was given that a meeting of the NP steering group was due to take place in the week of 25/1/16. In addition, that the Parish Council had received confirmation from Wiltshire Council that The Designation of the Winterbourne Neighbourhood Area has been approvedin accordance with section 61G of the Town and Country Planning Act 1990 as amended for the purposes of Neighbourhood Planning. |  |
| **15.** | **Hills Group Best Kept Village competition, CPRE – entry 2016**  An update was provided from Cllr Grace and Cllr Atkinson following a meeting that had taken place to discuss the proposed entry and whereby maintenance tasks had been identified in which to carry out in time for the competition. The Parish Council resolved to allow payment of £300 from its funds for the purchase of tubs and plants with the understanding that any sponsorship money obtained for the tubs be paid directly to the Parish Council.  As part of this item the Parish refuse bins were discussed with resolve by the Parish Council that a review of the bins be undertaken and in order to ascertain what possible maintenance was needed to be undertaken, if any. | Cllr Atkinson |
| **16.** | **Community Day:**   * **preparations for 27/2/16 event –** confirmed with resolve to invite and as in previous occasions, the Plymouth Brethren and the Salisbury Freemasons from Stonehenge Lodge. * **registration of event for “Clean for the Queen” –** Parish Council resolved to register the 27/2/16 community day under the proposed scheme and as received by Wiltshire Council. | Clerk |
| **17.** | **The Winterbournes Rural Housing Needs Draft Survey – formation and decision of Parish Council reply to Wiltshire Council in relation to –** Parish Council noted the survey with comment that the survey will be helpful to the Neighbourhood Plan steering group and where it was likely the group will take forward the survey findings. |  |
| **18.** | **Amenity Matters**  Replacement bollard – consideration of with reference to quotation received – it was reported that Cllr Judd had carried out remedial works at the site which involved infill of the hole where the bollard had been situated and so a replacement bollard was not now necessary.  Concern and note was made that the Bourne Valley Explorer group had apparently upon use of the hall, vacated the building without securing the building – the Parish Council noted that it understood that the Glebe Hall committee had written to the group expressing concern and to request that this should not happen again. |  |
| **19.** | **Confirmation of date of next meeting:** confirmed as February 17th 2016 |  |

Meeting concluded at 9.40pm