WINTERBOURNE PARISH COUNCIL

Minutes of the Annual Meeting of the Winterbourne Parish Council held on May 21st in the Glebe Hall, Winterbourne Earls at 7.30pm

Present were – Cllr D Baker (Chairman), Cllr M Ostli-East, Cllr C Tarver, Cllr R Judd, Cllr G Shepherd, Cllr S Bucknell and Mrs M Thomas (Parish Clerk)

8 members of the public, Unitary Councillor Mike Hewitt, PC Ivor Noyce

		Action
1.	**Election of Chairperson** The election of the Chairperson took place with a nomination of Cllr David Baker, this was proposed by Cllr Judd and seconded by Cllr Bucknell, all were in favour with resolve that the Chairperson to be Cllr David Baker for 2014/2015.	
2.	**Election of Vice-Chairperson** The election of the Vice- Chairperson took place with a nomination of Cllr Maureen Atkinson, this was proposed by Cllr Baker and seconded by Cllr Ostl-East, all were in favour with resolve that the Vice-Chairperson to be Cllr Maureen Atkinson for 2014/2015.	
3.	**Apologies** Cllr M Atkinson, Cllr P Biggins, Cllr Arnott.	
4.	**Declarations of Interest** Cllr Judd: 14/02424/FUL - Ivy Cottage, Gaters Lane, W/Dauntsey.	
5.	**Minutes** To approve as a correct record of the minutes of the meeting held on April 16th 2014 - unanimously approved and signed as a correct record by the Chairman, David Baker.	
6.	**Questions from the public** None.	
7.	**Reports from:** Councillor Unitary Mike Hewitt – provided a brief update on the topic of flooding. Cllr Baker/Atkinson/Clerk following meeting with Parish maintenance contractor – a brief update was provided by Cllr Baker with note that the Parish maintenance contract had been updated and in reference to the grass cutting schedule maps from Wiltshire Council. As part of this item note was made that the grass particularly with cow parsley at the bus stop in Hurdcott was apparently overgrown and in need of cutting back – Clerk to enquire with the highways department accordingly. Community Speedwatch scheme – an update of the schemes activities was provided by the team co-ordinator with confirmation that three speed checks had been undertaken since the last meeting of the Council in April, each one lasting one hour in length and that three new members have been recruited to join the group with the necessary training to be arranged. Thanks were conveyed to the team co-ordinator for the update and to the other members of the team for their valued efforts in this work. PC Ivor Noyce attended the meeting and gave a brief update on policing matters relating to the Parish and with note that the authority were promoting shed alarms in aid of the Bobby Van Trust and which the Parish Council noted it was happy to support. PC Noyce offered and agreed to supply posters advertising the scheme and which the Parish Council would display. Suggestion made that it may be useful to have a stand at the forthcoming local Church fete in June in order to sell the alarms. Thanks were conveyed to PC Noyce for his report and attendance at the meeting.	Clerk
8.	**Matters arising from previous meeting** WALC renewal subscription 2014/2015 – consideration was given to the renewal of the subscription and following information from WALC upon request from the Council – following discussion of the matter it was resolved that the Council would renew the subscription for 2014/2015. Community Day – following a proposal to hold a community day in the Parish, consideration of a suitable day to hold the event was made with the suggestion of 7th June 2014. It was decided however, to liaise with Cllr Atkinson (absent) in the first instance to discuss this further and before	Clerk

	any final arrangements are made. The suggested jobs of weeding of pavements and maintenance of refuse bins was made. Winterbourne Earls – school parking concerns – update from 19/5/14 meeting with heads and Inspector Lange and consideration of a follow up meeting – Cllr Baker provided the Council with a brief update of the meeting he had attended on behalf of the Council – a discussion then took place as to the concerns and way forward – resolve was made that the Clerk should enquire with the Amesbury Community Area manager to arrange a meeting between representatives of the school and Parish Council with Inspector Lange to discuss the issue further and specifically on a Parish level of concern.	Clerk
9.	**Correspondence** WC – Local transport plan car parking strategy – email communication of 28/4/14 - noted.	
10.	**Finance** Approval of May statement – approval was made to the May financial statement of the Parish Council. Invoices for approval, at appendix one with resolve to approve cheque payments of 000035, 000036, 000037, 000038, 000039, 000040, 000041, 000042, 000043. Submission of 2013/14 Annual accounts (following internal audit) for approval together with agreement for the Annual Governance Statement Reference and perusal were made to the accounts for the last financial year which had been successfully internally audited. Copies of the accounts had been previously given to all Councillors. The accounts were accepted subject to external audit - this was carried unanimously. In addition the Annual Governance Statement was completed, accepted and signed by both the Chairman and Clerk as a correct record. Clerk to action despatch of the necessary documents to the external auditor and in time for the specified deadline of 21st June 2014. Thanks were given to the Clerk in the preparation and process of the annual accounts.	Clerk
11.	**Highways** No items of note. Council members were encouraged to report any necessary items to the Clerk and in order to report.	
12.	**Flood Warden and future arrangements of following confirmation of current Flood Warden resignation from the position** Following the recent resignation of the Flood Warden, consideration was given to a suitable replacement for the role and following an application by Roy Judd – resolve was made that the Parish Council were in agreement for Roy Judd to be the Flood Warden – Clerk to notify the Environment Agency and Wiltshire Council accordingly.	Clerk
13.	**Parish Council insurance policy/schedule for 2014/2015 –** consideration was given to the Parish Council insurance policy and in reference to two quotations which included the current insurer – a discussion took place with resolve to accept the quotation of the alternative provider and to accept a three year agreement (reduced cost to the annual amount) as set out in the quotation.	Clerk
14.	**Planning** 14/02424/FUL - single storey extension to east elevation - Ivy Cottage, Gaters Lane, W/Dauntsey – Parish Council considered this application with resolve of No Objection to the application. 14/03915/FUL – erection of detached 5 bed dwelling with integral garage – Golden Willows, Main Road, W'Earls - Parish Council considered this application with resolve of No Objection to the application. 14/04756/FUL – land at Salisbury retail park, London Road, Bishopdown, Salisbury - Parish Council considered this application with resolve to report to Wiltshire Council that the Parish Council has concerns of likely increased traffic congestion caused by the development and a possible detrimental effect to the trade of the local shop in the Parish.	Clerk Clerk Clerk
15.	**Salisbury Diocesan Board – Glebe Hall lease of land – new lease – update and further discussion of –** note made that the matter was thought to be currently being discussed between the Diocese and the local Church adjoining the site.	

16.	**Neighbourhood Plan (NP)** An update was provided by Cllr Bucknell with note that the last meeting had taken place in April and that it is now the aim to determine the objectives of the NP. In addition that the responses from the recent Village Link article had been documented, it is planned to produce a questionnaire in the autumn and it is intended to have a small display at the forthcoming Church fete.	
17.	**Amenity Matters including the allotments - play area/amenity site – update with consideration of (i) signage/quotation & (ii) proposed official opening of the playground on Sunday 13th July 2014** Consideration was given to the suggestion of signage at the play area site along with a quotation – the quotation was resolved to be agreed and ordered. Brief reference was given to the plans for the official opening ceremony but as Cllr Atkinson was absent from the meeting it was suggested and agreed to liaise with her regarding this item upon return. Confirmation was given by Cllr Baker that the allotment site and tenancies were all functioning with no problems noted.	
18.	**Confirmation of date of next meeting:** confirmed as June 18th 2014	

Meeting concluded at 9.10pm