

Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 8th December 2015 in Lyneham Church Hall at 7.00pm.

Present

Cllrs: Geoff Jackson-Haines (Chairman), Judy Digman, Lynn Thrussell, John Webb, Judy Selby-Boothroyd, Jack Pollard, Rod Gill, Tim Webb and Ron Glover.

Clerk: Jacquie Henly

There were 8 members of the public and press present.

Welcome

The Chairman welcomed all present to the meeting.

1) Penny La Mare gave the following report:

a) DSEME held a community evening on 18 November 2015, attended by local clubs and groups. There were around 80 attendees from the community at the evening, which was well received.

b) DSEME training at Lyneham has now begun with phase 2 and 3 trainees on site. There will be around 1500 trainees on site in the New Year. In addition to this, there are 210 military staff, 79 Civil Servants, 329 Babcock employees and around 250 contractors on Garrison.

c) Stand down for the Garrison is from COP on Friday 18th December and training will recommence on Monday 4th January. Duty personnel and the guard force will be on site during this period.

2) There was no report from the Neighbourhood Police Team.

3) Apologies were received from Cllr Bucknell but a written report was read out:

a) Resurfacing works, Chippenham Road - The resurfacing is currently scheduled for 11th March 2016 to 21st March 2016. Works will be carried out over split shifts. Additional repair works will also take place on Lyneham Banks. The requested road closures are:-

Restricted night time Closure – 19:00 to 00:00 (between A3102 Calne road and Bradenstoke), then Unrestricted night time Closure – 19:00 to 06:00 (between Bradenstoke and Dauntsey Lock).

b) Bradenstoke Solar Park - Work continues to agree a route to connect to the National Grid. This has proved to be a lengthy task; Wiltshire Council prefers a cross-country route to minimize disruption to the carriage ways.

I attended a meeting to set up the Bradenstoke Solar Park Community Benefit Fund, which is due to start in Spring 2016. The Chair or Vice-Chair of L&BPC will be invited to join the Grants Body along with other neighbouring parishes and representatives of the local community.

c) Edmonds Garage Site - The final piece of the jigsaw, costings from the utilities companies, is still awaited along with a response from NHS England regarding the potential doctor's surgery. Once these are available, planning permission should be granted.

d) Road Safety - I am working with REME members over some road safety concerns. Wiltshire Council has offered Town and Parish councils the option to take on Speed Indicator Devices. I am waiting to find out whether or not L&BPC might be considering this option.

e) On a lighter note, and with another hat on, Rotary Santa will be in Lyneham on Friday 11th December and Bradenstoke on Wednesday 16th December.

f) I would like to take this opportunity to wish the Parish Councillors and the residents of Lyneham and Bradenstoke all the best for the Festive Season and look forward to working with you in 2016.

3) The Chairman invited questions from members of the public present that would be answered during the meeting at item 4 on the agenda or carried over until the next meeting if the answers were not available to hand.

Item 1 - Apologies for absence

1.1 Apologies were received from Cllr R Selby-Boothroyd as this is a particularly busy time of year for him.

Item 2 – Declaration of Interest in items on the Agenda

2.1 Cllr T Webb declared an interest in item 7 on the Agenda and Cllrs Digman and Gill declared an interest in item 9f.

Item 3 – Approval of Minutes from the previous meeting

3.1 Minutes of the Parish Council meeting dated 10th November 2015 and the Finance Committee meeting dated 30th November were approved by those present and signed by the Chairman.

Item 4 – Consideration of matters arising from Public Participation

4.1 Richard Marshall raised the following questions:

a) Has the Lyneham and Bradenstoke Community Led Plan 2014 been posted on the Parish Council website and if not why not? The answer was no it was not on the web site, as the Parish Council did not have an electronic copy.

b) Is the Lyneham and Bradenstoke Community Led Plan 2014 going to be posted soon, so that the Community can see it? It was agreed a copy will be obtained and included on the web site.

c) Is the Parish Council going to post the Lyneham and Bradenstoke 2015 draft Neighbourhood Plan on its website and if so when? The answer was yes it would be posted online as part of the consultation process and this would happen after the Parish Council had approved it.

4.2 Ann Kingdon raised the following questions:

a) At the parish council meeting held at Bradenstoke village hall on 10th November 2015, I asked whether the meeting was being filmed/or recorded using an iPad, which I had noticed being placed on a shelf behind the Chairman earlier on. The answer was “Yes, the past four or five meetings had been filmed or recorded” I note that this has not been recorded in the minutes of that meeting. Is there a reason for this omission? The answer was as it was not part of the meeting. The question was asked and answered in Public Consultation time and not answered during the meeting.

b) Under item 9c this meeting is being asked to approve the budget and precept request proposed by a meeting of the Finance Committee held on 30th November. From the paperwork, I note there is a surplus balance of £33,907.00, which will be the subject of a public consultation as to how this money is to be spent. Before the Parish Council makes its decision on the proposal for the precept I would ask that discussion takes place about using some of this surplus to reduce the precept to a more acceptable level, for example using £10,000.00 from the surplus to reduce the precept to £34,021.00. The Chairman suggested that this proposal could be put forward as one of the ways to use the money for consideration during the public consultation. If approved it could be implemented the following year.

c) Mrs Kingdon then went on to make a statement regarding the grant application to be discussed later on the agenda. The statement is not recorded in the minutes, as it was not a question to be answered.

4.3 The Chairman then raised some points regarding the report received from Cllr Bucknell.

a) Further information about the Bradenstoke Solar Park Community Benefit Fund has been passed on to us from a neighbouring Parish Council via their Wiltshire Councillor: The fund will have around £45K per annum to invest in local projects. Any projects to be considered for funding must have a “green” element. Matched funding may not always be required and a launch event will be held once there is a clearer idea of the start date; further details should be available early in the New Year.

b) The Clerk was asked to find out what road safety concerns Cllr Bucknell is working with REME on as the Parish Council does not want to find itself in a similar position to that when an issue was presented to CATG with no consultation with or knowledge of the Parish Council.

c) Speed Indicator Devices - The Parish Council is considering options and is on a fact finding mission regarding maintenance, insurance, administration and deployment of the devices; therefore no decision has been made yet.

Item 5 – To receive items on the Clerk’s Report

5.1 Sent in comments to Wiltshire Council on the planning applications considered at the November meeting.

5.2 Contacted the Emergency Planning Officer at Wiltshire Council to ask what the Insurance implications were should a hall need to be used in the event of an emergency. The response was: “If a rest centre is opened under the direction of Wiltshire Council, it will be covered by the Council’s insurance and we will replenish any stocks that we use.

If you are not opening the village hall under the direction of Wiltshire Council, I would suggest that the owner of the village hall has a conversation with their current insurer. It may be that they will already be covered. If not, then they may be required to carry out a risk assessment and I would be very surprised if there is any change to the premium.”

This information has been passed on to Mr Walpole who made the enquiry at the November meeting.

5.3 Attended a Lyneham and Neighbouring Parishes Forum meeting in October (this report was omitted from November Clerks report) the following topics were discussed:

a) Brief update of progress with Neighbourhood Plans

b) Large planned developments: 8 New Houses on the Chippenham Road in Lyneham. Still no decision on the redevelopment of Edmonds Garage in Lyneham. The Post Office has announced it will be re-opening a Post Office Branch at the site.

c) A proposal is being put forward by Gleeson Developments for building 110 new houses in Lyneham.

- d) The planned closure of the B4069 in Lyneham for resurfacing is now not likely to happen until the New Year. Repair work to Dauntsey Banks will be carried out at the same time minimising disruption by closure of the road.
- e) Litter and Dog Mess – Litter was the biggest problem especially on the roadside at Dauntsey Banks. Regular litter picks can help within the parishes but it is too dangerous to attempt litter pick-ups on the side of the Banks.
- f) Weight restrictions on Dauntsey Banks and Freight Assessment and Prioritisation Mechanism: It became very apparent during discussions how useful the liaison group meetings are. Different parishes have different priorities and needs, what might be a positive solution for one parish may have a severe negative impact on another neighbouring parish. For example, any call for limiting HGV use of the B4069 should be accompanied by a call for signage to divert HGVs away from villages off that route. After discussion it was agreed a letter from the group would be drafted for approval, regarding the recent request for views on weight limits and restrictions of freight movement South of Lyneham on the A3102 and the weight limit on Dauntsey Banks. All present agreed that the new proposals of a FAPM would not be workable and needed further thought by Wiltshire Council.
- g) A formal announcement has now been made that the MOD site was no longer going to be a tri-service site and that only REME were moving to Lyneham. The museum is not expected to open until October 2016.
- 5.4 Prepared the Annual Budget/Precept 2016-17 proposal with Finance Committee ready for consideration at the Finance Committee Meeting in November and the full Parish Council Meeting in December.
- 5.5 Researched information regarding the Speed Indicator Devices – ongoing.
- 5.6 Attended an MOD Community Presentation evening at Lyneham Primary School.
- 5.7 Liaised with WC and a Bradenstoke resident regarding the installation of a new Street Naming Sign that has now been approved.
- 5.8 Chased the Scout and Guide Association for the remainder of the receipts outstanding regarding the Grant award made in December 2014. Most of the balance has now been accounted for but a request has been made to them for written confirmation explaining the small unaccounted for balance.
- 5.9 Informed the MoD of the water leak spilling onto the A31042 and affecting the Churchyard and grassed area next to the Church car park.

Item 6 – To receive update reports from working groups, committees and representative members of outside bodies.

- 6.1 Report from Emergency Planning Working Group:
- a) Arranged to send a copy of the Emergency Plan so far to Surriya Subramaniam. Positive feedback was received from Surriya that most of the critical elements were in place – he will give further feedback after reading it through more thoroughly.
- b) Positive feedback received from those who attended the Defibrillator Awareness Meetings.
- 6.2 Report from Allotments Working Group:
- a) The Allotment hedge has now been cut back – this has greatly improved the access.
- b) We now have two people on the waiting list.
- 6.3 Report from Communications Working Group:
- a) Liaised with the MoD Housing team regarding replacement and repairs to the MoD notice boards. This work has been carried out.
- b) The Army has been really helpful in assisting with the delivery of the Parish Magazines.
- 6.4 Report from the Open Spaces Working Group:
- Have written to Penny La Mare asking her to confirm which grassed areas the MoD are responsible for outside the boundary fences.
- 6.5 Report from Young People and Families Working Group:
- Seeking quotes for adding more equipment and improving the Bradenstoke Play Park.
- 6.7 Report from Britain in Bloom:
- a) A meeting has been held with community volunteers to start planning for next years competition. A structured plan has been put together by one of the community volunteers along with a budget.
- b) Spoke with local businesses regarding donations towards the flowering shrubs that have been purchased; a list of donators will be included in the next Parish Magazine and put in the parish notice boards.
- c) The information has now been received regarding next years entry into the Britain in Bloom Competition.

Item 7 – To receive and approve a draft copy of the Neighbourhood Plan.

- 7.1 The Chairman reported that, as the Lyneham & Bradenstoke chapter of the plan had only just been received, this agenda item would be deferred until Councillors had had time to read the document thoroughly.

7.2 Cllr J Webb reported that Lydiard Millicent had deferred approving their Neighbourhood Plan until 7th January 2016.

Item 8 – To approve minor amendments to documents recognising Britain in Bloom as a Working Group rather than a Community Group.

8.1 The following documents were approved en block: General Terms of Reference for Working Groups, Roles and Responsibilities of Representative Members on Outside Bodies/Committees, Specific Terms of Reference for Working Groups and Membership of Lyneham and Bradenstoke Parish Council

Item 9 – Finance

9.1 Account Balances inclusive of all cheques written and deposits made - Current Account £52741.65
Deposit Account £78147.33

9.2

Cheque No	Payee	Amount
585	Lyneham PCC – Hall Hire replacement cheque for 548 not banked.	10.00
586	Jam Print – Parish Magazine	645.00
587	Greatfield Nurseries – Plants for flower beds	99.08
588	J Henly – Clerks Salary - November	535.60
589	J Henly – Stationery	24.02
590	Bradenstoke Village Hall – Hall Hire	12.00
	Money Received	Amount
	Donations towards the purchase of flowering shrubs	60.00

9.3 Approval was granted for the purchase of a standard subscription to the Parish Online mapping service. This will be a useful resource for sourcing maps for the Neighbourhood Plan, producing definitive maps helping to identify grassed areas and gullies for maintenance and could help with producing an exact map of the allotment plots. The cost will be £188.00 plus VAT for the first year reducing to £168.00 plus VAT in the second year.

9.4 The Chairman explained the process for the planned two-stage consultation regarding the surplus balance of funds held by the Parish Council. Stage 1 of the consultation following this meeting, notices will be placed in notice boards, the Library and on the web site notifying electors that a surplus of approximately £34,000 is to be allocated to expenditure in 2016-17 on projects to benefit the communities: ideas for such expenditure will be accepted by the Parish Council throughout December and January. Once the ideas have been received and selected as lawful and potentially beneficial, a short list is to be the subject of a public consultation to run concurrently with the consultation on the Neighbourhood Plan.

9.5 Copies of the proposed budget and precept had previously been circulated to members and were handed out to those in attendance at the meeting. The Chairman read through the notes accompanying the figures. There were no questions raised and all members present accepted the budget and precept proposal. Precept to be requested is £44021.00.

9.6 Approval was granted to appoint Sharples Tree Services to carry out the 18 month hazard assessment of the trees on The Green in Lyneham. The cost will be £350.00

9.7 A Grant Application received from the Village Hall Committee had been received. The Parish Council handed out to all present at the meeting a summary of the application it had received and an alternative proposal along with an explanation as to why the alternative proposal was being made. The Chairman began to explain the proposal but was interrupted by Mrs Kingdon who said she wished to withdraw the application. She stated that she had been instructed to do so and it was the decision of her committee. Cllr Gill challenged Mrs Kingdon as he is a Committee Member of the Village Hall and he had not been consulted over the decision, Cllr Digman confirmed she had not been consulted either. The Chairman suggested that the discussion should take place after the Parish Council Meeting amongst The Village Hall Committee Members. Mrs Kingdon confirmed the Grant Application was to be withdrawn and the matter was closed.

Mrs Kingdon left the meeting shortly after withdrawing the application.

Item 10 – Planning

10.1 Updates on planning applications had previously been circulated to members.

10.2 Planning Application 15/11787/TCA a 50% crown reduction and shape to a Weeping Willow at The Jays 95-96 in Bradenstoke was considered. There were no objections to the application.

Item 11 – Exchange of Information

11.1 Cllr J Webb requested an extraordinary meeting be called to discuss and approve the draft Neighbourhood Plan.

11.2 Cllr J Selby-Boothroyd asked for an agenda item to be added to the next Full Parish Council Meeting to discuss Britain in Bloom.

Item 12 – Date of the Next Meeting

12.1 The date of the next Lyneham and Bradenstoke Parish Council meeting is scheduled to take place on Tuesday 9th February 2016 in Bradenstoke Village Hall starting at 7.00pm. The date for a meeting to approve the draft Neighbourhood Plan would be advertised once agreed.

Item 13 – Close of Meeting

13.1 The meeting was closed at 7.45pm

Signed Date
Chairman