

Draft Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 10th February 2015 in Bradenstoke Village Hall at 7.00pm.

Councillors Present

Cllrs: Geoff Jackson-Haines, Judy Selby-Boothroyd, Richard Selby-Boothroyd, Rod Gill, John Webb, Lynn Thrussell, Ron Glover, Judy Digman and Tim Webb.

Also in attendance were Wiltshire Councillor Allison Bucknell and Philip Williams – Senior Infrastructure Manager MOD.

Clerk: Jacquie Henly

There were also members of the public present

Before the meeting opened the Chairman welcomed all present.

Public participation included: Questions from members of the public, a report from Allison Bucknell, and a report from the Defence Infrastructure Organisation, MOD Lyneham.

Item 1 - Apologies for absence

1.1 There were no apologies received.

1.2 It was noted that Richard Bullock has unfortunately had to resign his position as a Parish Councillor due to work commitments. A letter has been sent thanking him for his time as a Councillor.

Item 2 – Declaration of Interest in items on the Agenda

2.1 Cllr G Jackson-Haines declared an interest in item 11 as he works for Network Rail.

2.2 Cllrs R Selby-Boothroyd, J Selby-Boothroyd, Digman and Thrussell all declared an interest in Item 7 on the Agenda regarding the change of venue for Parish Council Meetings from the Village Hall to the Church Hall in Lyneham as they all have a connection with Church. The declarations were made later in the meeting but for clarification have been recorded here.

2.3 Cllrs Digman and Gill declared an interest in item 12e on the Agenda as they are both members of the Village Hall Committee. The declarations were made later in the meeting but for clarification have been recorded here.

Item 3 – Approval of Minutes from previous meetings

3.1 Minutes from the Extraordinary Parish Council meeting dated Tuesday 16th December 2014 were approved as correct by all members present and signed by the Chairman.

Item 4 – Consideration of matters arising from Public Participation

4.1 As a number of concerned residents had raised questions regarding item 12c on the agenda this item was brought forward for discussion.

There seemed to be a general misconception of what the plans were regarding the proposal for grasscrete, fencing and gates at the entrance to the playpark. Even though this is considered by Wiltshire Council as permitted development and no consultation is required, it was agreed to delay making a decision at this meeting and arrange to consult with concerned residents before the next meeting.

4.2 A concern was also raised regarding the use of the dog-walking field by dog walking groups and people from outside the Parish. People arriving in cars are parking on the verges and due to the wet weather have churned them up making a real mess of both the verge and the road. It was agreed the Parish Council would consider ways to try and alleviate the problems. One suggestion put forward was for signs identifying the different areas (play park/dog-walking field) and clearly stating the intended uses and by whom.

Item 5 – Clerks Report

5.1 Uploaded newly adopted Parish Council Documents to the web site.

5.2 Wrote a letter to Wiltshire Council rescinding the letter supporting a boundary change with Lyneham and Bradenstoke and Clyffe Pypard Parishes sent 3 years ago.

5.3 Sent in the Precept application to Wiltshire Council for 2015/2016.

5.4 Sent in comments to Wiltshire Council Planning department regarding the 6 planning applications discussed at the December meeting.

5.5 Contacted WC Highways to obtain a price for installation of a new street light for outside the Village Hall – It is not feasible to install a new street light at this location.

5.6 Contacted WC asking them to help resolve the issue regarding the opening of the Scout/Guide HQ.

5.7 Liaised with 2 residents regarding renting an allotment.

5.8 Made various enquiries with Wiltshire Council, Blue Badge Scheme Representatives, and WALC regarding lighting of the tarmacked area outside of the village hall in Lyneham and requirements to have a marked disabled parking bay in the same area.

5.9 Produced an order form for advertising in Parish Magazine – payment must accompany order.

5.10 Started the process of updating contact details of all allotment holders – trying to obtain e-mail addresses and telephone numbers for the majority to make communication more efficient.

5.11 Sent in a Section 96 Application Form to WC requesting permission to sow wild flower seeds in the old lay-by on the Chippenham Road between Lyneham and Bradenstoke.

5.12 Letter sent to Lyneham Pizza & Fish Bar asking them to repair large pothole on their land.

Item 6 – To receive reports from Working Groups, Committee’s and representative members of outside bodies

6.1 Report from Highways and Maintenance Working Group

- Cllr Thrussell reported to Jon Moss (WC) excess water running off of field opposite Argosy Road causing a hazard to drivers when frozen. WC will speak with the landowners to ask them to clear their ditch or WC will clear it and bill the landowner.
- Cllr Thrussell reported excess water on the Chippenham Road and Hobbies Corner in Bradenstoke – Jon Moss will assess the problem.
- Cllr Thrussell reported the large pot hole outside the Lyneham Pizza and Fish Bar in Lyneham – Jon Moss requested that Parish Council write to the owners highlighting the danger and requesting that they sort it out.
- Quotations for the play park refurbishments have been received and Huw Solly is applying for further grants – It is hoped that all funding will be in place by March.
- It was noted at the meeting that complaints had been received as some people that park outside the village hall were parking over the white line that identifies where the pavement is. It was agreed the Clerk would write to the Village Hall committee and ask them to contact their user groups requesting that they contact their members and ask them to park more considerately.

6.2 Report from Allotments Working Group

- A cover has been purchased for the allotment used by the Parish Council. This will help reduce weed growth ready for planting in the Spring/Summer.
- It has been suggested that numbered stakes are put in each allotment so that they can be easily identified.
- A proposal to define each allotment separately is being looked into, as some have become one big allotment. The suggestion is to lay paving slabs down the middle of these plots. Costs will be obtained.

6.3 Report from Communications Working Group

- Items for inclusion in the Spring Edition of the Parish Magazine are being gathered.

Item 7 – Minor Amendments to Standing Orders and Communication Protocol

7.1 Amendments have been made to the Standing Orders so that in future draft minutes can be made available to members of the public, also an amendment was made stating the meetings in Lyneham are to be held in the Church Hall.

7.2 Amendments were made to the Communication Protocol document taking out references to the publication of minutes after approval at the next Parish Council Meeting.

Amendments to both the above documents were approved.

Item 8 – Britain in Bloom 2015 Entry

8.1 Cllr J Selby-Boothroyd reported that there seems to be a lot more interest from the public this year regarding entry into the competition. It was agreed that a sub committee will be formed made up of Councillors and other interested parties to form a plan of action to give the best changes of having successful entries from Lyneham and Bradenstoke.

Item 9 – Wild Meadow Area at the Green, Lyneham

9.1 Cllr T Webb put forward a proposal to leave part of The Green as a Wild Meadow area. The proposal included planting wild flower seeds and once the grass and flowers started to grow pathways would be cut, providing a walkway through the wild area.

The proposal was discussed and approved.

Item 10 – War Memorials

10.1 Cllr R Selby-Boothroyd gave an update on the extensive research that has been carried out on existing and future war memorials in the parish. It was agreed that this is a sensitive project and needs more research.

Approval was given that a wider range of consultees should be invited to join a sub-committee. Notices would be put in the Parish Magazine and on the Web Site.

Item 11 – Request from Royal Wootton Bassett Council to support the widening of Marlborough Road Bridge

After a lengthy discussion it was agreed not to support this request.

Item 12 - Finance

12.1 Account Balances inclusive of all cheques written and deposits made up to 5th February 2015 - Current Account £25968.15 Deposit Account £78110.97

12.2 Report of cheques written and cash received since the last meeting up and including 5th February 2015.

Cheque No	Payee	Amount
520	SLCC - Subscription	85.15
521	Goughs Solicitors – Legal Fees	432.00
522	J Digman - Plants	145.00
523	Cancelled	00.00
524	Lynn Thrussell Hi-Viz Waistcoats	40.60
525	Lyneham PCC – Churchyard Maintenance	3000.00
526	Lyneham Scouts & Guides Association - Grant	3500.00
527	Jacquie Henly – Clerks Salary December	535.60
528	Franklins Garden Design – Tree Work	525.00
529	E-On	55.09
530	R Gill – materials for work on public toilets	375.17
531	Lyneham Village Hall	15.00
532	Jam Print – Parish Magazine	582.00
533	M Thrussell – Plastic cover for allotment	17.99
534	Lyneham PCC – Hall Hire	14.00
535	Jacquie Henly – Clerks Salary January	535.60
536	A W Services – Grass Cutting and Toilet Maint	3973.98
537	Greatfield Nurseries – Flower Beds	241.59
	Money Received	Amount
	Allotment Rents	45.00
	Advertising	250.00

12.3 A grant application from Wiltshire Wildlife Trust was discussed. It was noted that an application for part funding had also been sought from the Area Board and it was stated on the application made to Lyneham and Bradenstoke Parish Council that the funding from both these grant applications would cover the cost of the whole project. However on the application made to Area Board it was stated that funding was being sought from the Army Welfare Service. Due to this discrepancy no decision was made regarding this application and the Clerk was asked to seek clarification from the applicant. It was also suggested that perhaps some of the cost of the project could be reduced and achieved by more community involvement.

12.4 A request had been received from Lyneham Village Hall Committee suggesting that the Parish Council install a solar powered motion sensor light on the notice board outside the hall. However after making various enquiries with Wiltshire Council and WALC it was established there is no obligation for the Parish Council to light this area. It was however recognised the area was very dark for users of the Village Hall when parking there. Bearing this in mind the Parish Council made an agenda item to discuss the proposal of making a contribution to the Village Hall Committee towards lighting that would benefit their users. During the discussion The Treasurer of the Village Hall was asked for her thoughts on the proposal. The Council were informed that members of the Village Hall were not aware that they had made a request for funding and so therefore the matter was closed. It was noted that the Parish Council do intend to contact Wiltshire Council Highways with regard to having reflective bollards installed at the entrance and exit points of the tarmaced area outside the Village Hall.

12.5 Cllr Thrussell proposed that numbered wooden stakes were used to identify each allotment. Cllr Gill agreed to provide the Stakes and Cllr Thrussell will provide the numbers. As there would be no cost to the Parish Council the proposal was approved.

Item 13 - Planning

13.1 An update on planning applications had previously been circulated to members

13.2 Planning application 14/10724/TCA Prune Maple Tree to previous pruning points, The Old Manor Bradenstoke – There was no objection to this application

11.3 Planning application 15/00804/FUL – Single storey first floor extension to front, 48 Webbs Court Lyneham – There were no objections to this application.

11.4 Planning application 15/00888/FUL – Change of use to habitable room and single storey storey rear extension, 16 Victoria Drive Lyneham – There were not objections to this application

Item 14 – Exchange of Information

14.1 Cllr J Webb confirmed he would be attending the CATG meeting the following evening and would send a report following the meeting.

14.2 Cllr T Webb reported that the Preston Lane sign was lying down; Cllr Thrussell agreed to inform Jon Moss at Wiltshire Council.

14.3 Cllr R Selby-Boothroyd asked for an Agenda Item to be added for the next meeting to discuss approaching the MOD regarding the installation of 'Welcome to Lyneham Signs'

14.4 Cllr J Selby-Boothroyd confirmed that she was currently trying to arrange a suitable date for a liaison meeting with adjoining parishes.

14.5 Cllr Digman requested an agenda item for the next meeting to discuss progress with preparation and an update from the Britain in Bloom sub committee.

Item 15 – Date of the Next Meeting

15.1 The date of the next Lyneham and Bradenstoke Parish Council meeting is scheduled to take place on Tuesday 10th March 2015 at Lyneham Church Hall at 7.00pm.

The meeting closed at 9.20pm

Signed Date

Chairman