

LYNEHAM AND BRADENSTOKE PARISH COUNCIL

Meeting held at Lyneham Church Hall on Tuesday 14th April 2015 at 6.30pm

Notes from the Public Participation

- a) Presentation from Gleeson Developments regarding the possible development of some land in Lyneham. A separate account of this part of the meeting has been compiled and is to be published.
- b) Questions from members of the public to be noted for consideration by the Council
 - (i) Stevie Palmer asked questions which she asked to be minuted. These are answered at agenda item 9c.
 - (ii) Alan Miles asked a question about an open spaces list. This is answered at agenda item 4.
 - (iii) Kate McFarlane asked about mitigation for local residents of the effects of construction and visibility of the solar panels at Bradenstoke. This is answered at agenda item 4.
 - (iv) Tom Blundell asked about the status of temporary traffic signs in Lyneham and commented that they need cleaning.
- c) Report from Wiltshire Council Member for the Lyneham Division: Cllr Bucknell left the meeting following the presentation and was not available to give a report.
- d) Report from the Neighbourhood Policing Team: No report was available.
- e) Report from the Defence Infrastructure Organisation, MOD Lyneham
Apologies for absence received prior to meeting along with a short report:
 - (i) The solar park had met the 31 March deadline and was functioning fully. Further information will be available regarding the community benefit scheme.
 - (ii) The village welcome signs proposed have been “put on hold as they are not sure who will be based here altogether and what the name of the camp will be”.

Draft Minutes of the Parish Council Meeting

Councillors present: Geoff Jackson-Haines (Chairman), Judy Digman, Rod Gill, Ron Glover, Jack Pollard, Judy Selby-Boothroyd, Lynn Thrussell, John Webb, Richard Selby-Boothroyd (acting clerk to the meeting)

1. **To receive and accept apologies for absence.**
Cllr Tim Webb and Clerk Jacque Henly.
2. **Declaration of interests in items on the agenda.**
Cllrs Rod Gill and Lynn Thrussell declared their interest in item 9c as allotment holders. Cllr Ron Glover was challenged as having an interest in the same item since his home is adjacent to the footpath leading to the allotments and the Chairman ruled the challenge not relevant.
3. **To confirm minutes of the Parish Council Meeting held on 10th March 2015 previously circulated to members.**
The minutes were confirmed as an accurate record of the meeting and signed by the Chairman.
4. **Consideration of matters arising from Public Participation.**
 - (i) The questions asked about item 9c on the agenda were;
“How is it possible for the Parish Council to agree to the purchase of grasscrete, gates, fencing, padlocks and new ‘No Dogs’ sign for the proposed improvements at Bradenstoke Playing Field when there has been no production of a detailed plan, to scale and no costing details? If there is a plan to scale why has it not been circulated to residents on request? Issues from the Community Led Plan highlighted the need for new play park equipment but the need for a car park for allotments and playing field was not highlighted at all. Where is the evidence of need?”

For a project of this scale including new play park equipment why has there been no public consultation allowing residents of Lyneham and Bradenstoke to comment on how the Parish budget is to be spent?

How does the installation of a car park improve the playing field? There is no indication of what new play equipment is being installed."

It was agreed to bring item 9c forward for discussion at this point.

Cllr Thrussell explained that the planned installation of new play equipment is dependent on funds additional to those already allocated to the project being provided through the channel of the Army Welfare Service. No firm decision can therefore be made on the precise items of equipment to be installed until the full funding picture is clear. In the meantime, Wiltshire Council planning officers have been consulted about the potential need for planning consent to avoid further delays when funds become available. Since Parish Council funds have already been allocated as a result of need identified in the Community Led Plan, there is no requirement for a public consultation on each and every stage of providing the outcome. As a courtesy to those residents whose property adjoins the playing field, details when known will be given to them.

The Chairman informed the meeting that the proposal to lay grasscrete is not to be progressed and the proposal for immediate consideration is the installation of three gates with the requisite posts and padlocks. Expenditure of £418 for these items was approved with the labour for installation provided free of charge.

Cllr Gill pointed out that he and Cllr Thrussell had carried out a litter pick in Bradenstoke when they had been joined by no other residents.

- (ii) Reference was made to Parish Council minutes published in May 2003 containing, under a topic: Countryside and Open Space Strategy: "At the request of NWDC the following areas were identified within Bradenstoke as being 'Play Areas or other Open Space': Rec Ground, The Mead, St Mary's Churchyard, Methodist Churchyard, Allotments." It was suggested that this minute precluded the use of part of the playing field as a car park. Cllr R Selby-Boothroyd explained that as churchyards used as burial grounds with permanent memorials are regarded as open spaces, then the provision of space adjacent to allotments for allotment holders to park vehicles temporarily when attending the allotments would not be compromising the designation as open space. In the case of Bradenstoke playing field, the suggestion that has been circulating locally that the Parish Council is to make this into a car park for Bradenstoke is as mischievous as the suggestion circulated in Lyneham that a prison is to be built there. There has never been any such intention or evidence of that need and the recent idea for laying grasscrete in one small area of the field has been withdrawn.
- (iii) Regarding the question of mitigation for local residents of the visibility of the solar panels at Bradenstoke and control of the noise of equipment being used during construction, Cllr Bucknell has agreed to pursue solutions.
- (iv) The questions about the permanency and cleaning of traffic signs is a Wiltshire Council highways matter and not appropriate to be raised at this meeting.

5. To receive items on the Clerk's report previously circulated to members.

5.1 Reported broken notice board by the Officer Quarters at the top of Eider Road, to Phil Williams, he will report to housing.

5.2 Sent in comments to Wiltshire Council on the planning application considered at the March meeting.

5.3 Arranged for Simon Ible from Gleeson Strategic Land Ltd to attend the April Parish Council Meeting to discuss the possibility of developing some land in Lyneham.

5.4 Chased Toby Sturgis and Lee Burman to see if a decision had been made regarding the crossing related to the Scout and Guide Hut.

5.5 Corresponded with Allison Bucknell reinforcing our wishes for Wiltshire Council to reconsider and reduce the speed limit and make provision for a safe crossing at the bus stops near the Scout and Guide Hut in Lyneham.

5.6 Sent an update report to concerned residents in Bradenstoke to fulfill their request for further consultation regarding the play park improvements and to answer the concerns that were raised at the February meeting.

5.7 Liaised with Val Craft the new Communications Development Worker regarding an enquiry from a resident about setting up a Play Street Scheme on Lyneham.

5.8 Liaised with Val Craft regarding setting up a youth working party to help with preparations for the Britain in Bloom competition.

5.9 Submitted applications to Wiltshire Council for the s106 funding to support the proposed

improvements to Pound Close and Bradenstoke play parks.

5.10 Liaised with MOD and Wiltshire Council regarding necessary permission required for the improvements to the play park in Bradenstoke.

5.11 Started to prepare the Annual Accounts ready for the Internal and External Auditors.

5.12 Reported fly tipping next to the wall of the Indian Restaurant on Chippenham Road, Lyneham. WC Highways will investigate.

5.13 Requested a quote for tree work from Kevin Franklin. BT have requested the height of the tree is reduced as it is interfering with the BT lines. Other trees in the area belong to a neighbouring property.

6. To receive update reports from Working Parties, Committee's and representative members of outside bodies previously circulated to members.

6.1 Report from Highways and Maintenance Working Group :

a) Starting from the 1st April for 2 months Phil Carter will be the temporary Community Coordinator for Lyneham and Bradenstoke whilst Jon Moss is away on secondment undertaking further training.

b) The proposal put forward at the March meeting for three Welcome to Lyneham signs has been passed on by Phil Williams to Capt Bob Rusbridger who is consulting with his military colleagues with regard to procuring the three signs. Phil has reported that progress is on hold until the MOD are sure who will be using the MOD site and what it will be called.

c) Liaised with Wiltshire Council regarding the removal of fly tipping behind the Indian Restaurant and Pub in Lyneham.

d) The Preston Lane sign has now been replaced by WC.

e) The large pothole outside of the co-op car park has been reported numerous times to WC.

f) A litter pick was organised on 28th March – Thank to all those who participated.

6.2 Report from Allotments Working Group:

1. Made allotment holders aware of the Britain on Bloom competition.

6.3 Report from Communications Working Group:

a) Received positive feedback from the Spring edition of the Parish Magazine.

b) Received enquiries about advertising in the next edition of the Parish Magazine.

c) An e-mail was received from a resident asking for their comments to be minuted so they have been included in this report:

I think all Parish Councillors do an amazing job, residents are always quick to criticise but I would like it put in the minutes that a local resident has commented on the fact that it is excellent that every house in Lyneham and Bradenstoke receive a Parish Magazine which means everyone should realise the hard work our Parish Council are doing on our behalf and also excellent that the magazine includes all the events that are taking place in the coming months.

6.4 Report from the Britain in Bloom Sub Committee:

Have had contact from Britain in Bloom at last. I have been told we can enter the full competition this year as we did so well last year. We have a meeting set up for Friday 1st May (see below). The theme this year is turning spaces into green spaces - in other words run down areas into lovely areas. So far we have Bradenstoke as a village with Church Park and Lillybrook entering in their own right as It's your Neighbourhood category. We have the village green with flowers, public toilets to make spectacular, two churchyards, clean streets free from litter and weeds. We have some individual gardens to put on the judges' route.

We will need a portfolio of things volunteers have been doing to help their community. Christmas party, Lent lunches, Thursday coffee mornings [Tea 'n Toast?], community litter pickers, Tim's Christmas tree - all evidence of community involvement. Need pictures and short reports of these things. And there is the Library, Play Parks etc.

We already have the judging day covered by the ladies from the Church with food on the day. Bunting is currently being made for the Church Hall with a flower theme. We have some volunteers interested in helping. We will not have to pay an entry fee this year as this is our first year in the full competition, but we will need money for community food on judging day and for plants etc. but we can look at that in the meeting.

Venue for a meeting will be at Lyneham Church Hall about 9.30am - we can chat with the area support person then continue our own discussion afterwards.

Please feel free to invite interested parties but please only invite friendly, happy, smiley, sharey, positive people. We need good karma for our plants and projects to grow. In other words all you need is love.

Regarding a question about the costs of entering Britain in Bloom this year: as a first time entry, there is no entry fee.

7. **To approve and adopt the following documents all previously circulated to members:**

- a) Vexatious complaints policy to replace the existing complaints policy
Agreed that the existing complaints policy remain in use and be supplemented when necessary by the new vexatious complaints policy.
- b) Parish Council Risk Assessment – Approved and adopted.
- c) Meeting with the Public Risk Assessment – Approved and adopted.
- d) Litter Picking Risk Assessment – Approved and adopted.

8. **To discuss and agree potential sites for the erection of 3 Welcome to Lyneham signs.**

A map showing the three sites and a draft of the sign format was tabled. Notwithstanding the MOD report that the precise nomenclature of the new establishment may change, it was agreed that Wiltshire Council highways and planning functions be consulted about the potential signs to minimize the delay in their installation once the format is agreed. It was also agreed that HQ REME be informed of the Parish Council's desire to see these welcome signs installed as soon as possible.

9. **Finance**

a) **To receive the bank balances of accounts to date previously circulated to members**

Account Balances inclusive of all cheques written and deposits made - Current Account £22723.91 Deposit Account £78118.05.

b) **To agree payments in accordance with the budget as listed and previously circulated to members**

Cheque No	Payee	Amount
542	J Henly – Clerks Salary - March	535.60
543	HMRC	350.68
544	E-on Electricity	65.88
545	Jam Print – Parish Magazine	578.00
546	A W Services – Public Toilet Maintenance	1022.08
547	Bradenstoke Village Hall	21.00
548	Lyneham PCC – Hall Hire	10.00
	Money Received	Amount
	Advertising	137.50

c) **To agree the purchase of grasscrete, gates, fencing, padlocks and new ‘No Dogs’ signs for the proposed improvements at Bradenstoke play park.** Dealt with under item 4 (i) above.

d) **To agree the purchase of 3 defibrillator units for installation at 3 sites and in Lyneham and Bradenstoke.** Cllr R Selby-Boothroyd explained that the estimate received from the Community Heartbeat Trust covered three units for installation in Lyneham at the public toilets and outside Piggys and in Bradenstoke outside the Cross Keys. The cost is £1,900 for each unit and this covers a number of additional services including awareness training and counselling. The overall cost of £5,700 was approved. A Guide for Councils was tabled and Cllr Pollard agreed to take on the management of the project.

e) **To discuss and agree the purchase of reflective bollards to go at the entrance sites of the Lyneham Village Hall car park.** Cllr Thrussell explained that these bollards can be supplied and positioned by the Wiltshire Council highways team. A maximum cost of £100 was approved.

f) To approve tree work behind the Indian restaurant. Tree is affecting the BT cables and needs to be reduced in size. This item was deferred as costs had not yet been identified.

10. **Planning**

a) **To receive an update on Planning Applications.**

The list had been previously circulated to members

b) **To discuss the notice of appeal regarding planning application**

APP/Y3940/W/15/3004345 Land adjacent to 3 Rosehill Close Bradenstoke. It was agreed that the Parish Council stands by its recommendation when the plan was originally discussed.

- c) **To discuss planning application 15/01087/FUL Conversion of existing office building to 6 flats and erect 4 new flats, parking and access – Edgecombe House - 23 Calne Road Lyneham.** No objection
- d) **To discuss planning application 15/03155/TCA up to 4 meter reduction on 2 Silver Birch trees 98 Bradenstoke, SN15 4EL** No objection
- e) **To discuss a response to Hunter Page regarding the proposed development in Bradenstoke following the update given at the March meeting.** Approval was given to a proposal that a public consultation be conducted by the Parish Council involving all the households in Bradenstoke and Lillybrook using a printed questionnaire to elicit views on the need, location and potential support for a community shop in Bradenstoke. A draft questionnaire was tabled and it was agreed that its wording be reviewed to allay any suspicion that it is supporting any particular potential built development and to make it more attractive to consultees. It was recognised that in the light of recent criticism of the Parish Council in Bradenstoke and in Lyneham, an opportunity presents itself for the Parish Council to demonstrate the capability to conduct a professional consultation with its residents.

11. Exchange of Information - To receive and discuss items from Councillors for consideration on the next Agenda

- a) Cllr J Webb reminded councillors that he had produced a concise description of the Parish to be included in the NEW-V compilation process and asked for comments.
- b) Cllr Pollard has agreed to take on the task of managing the smartening up of Lyneham churchyard as a contribution to the Britain in Bloom project.
- c) A late question arose about the Parish involvement in celebrating the 70th anniversary of VE Day. It was recognised that this occurs after the next Parish Council meeting.

12. Date of the Next Meeting.

The next meetings of Lyneham and Bradenstoke Parish Council are the Annual Parish Meeting starting at 7.00pm this will be followed by The Annual Parish Council Meeting both to be held on Tuesday 12th May 2015 in Lyneham Church Hall.

The meeting adjourned at 8.55 pm for the members of the public present to leave.

13. Confidential Item: Complaint received from a resident as per the complaints procedure.

- a) The Chairman reported that he had written to the complainant to say that he considered the complaints to be without foundation. The Chairman's action was approved.
- b) It was agreed that the newly approved Vexatious Complaints Policy be applied to this complainant.

The meeting closed at 9.40 pm