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PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Lyneham & Bradenstoke Parish Council held at
Lyneham Village Hall on Wednesday 19th October 2022 commencing at 7:00pm.

MEMBERS PRESENT: Anthony Jones, [AJ] Frank Ball [FB], Shendie Green [SG], Stuart Bernard [SB] from CM22/206

OFFICER PRESENT: Elizabeth Martin [EM], Clerk to the Council

CHAIR: Anthony Jones

APOLOGIES: Rod Gill [RG1], David Leuty [DL] and Ron Glover [RG2]

ABSENT: None

Meeting Commenced: 19:01

CM22/201 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

Apologies received from Cllrs. Gill, Leuty and Glover

Proposed AJ. Passed.

IT WAS RESOLVED THAT the absences of Cllrs Gill, Leuty and Glover be approved due to acceptable reasons received.

CM22/202 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**

None

CM22/203 **MINUTES OF THE PREVIOUS MEETING, 27TH SEPTEMBER 2022**

Proposed AJ. Seconded FB. Passed.

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 27th September 2022 are a true reflection of the decisions made.

CM22/204 **TO CONSIDER AND AGREE TO CO-OPT MR STUART BERNARD AS A PARISH COUNCILLOR FOR LYNEHAM AND BRADENSTOKE**

CM22/205 **To Receive An Oral Presentation From Mr Bernard**
Mr Bernard gave an oral presentation. Mr Bernard's CV and application letter had been circulated to Councillors and is available on the website.

CM22/206 **To Consider And Agree To The Co-Option**
Proposed AJ. Seconded SG. Passed.
IT WAS RESOLVED THAT Mr Stuart Bernard be co-opted as a Parish Councillor for Lyneham and Bradenstoke

Cllr Bernard signed the Acceptance Of Office and assumed his seat.

CM22/207 **REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS**
Outstanding actions reviewed

Who	Action	Update
EM	Tree Surveys	Tree Survey has been done and a presentation will be for October
EM	Metro Count - Lyneham	Existing requests are delayed due to lack of staff. Metro Count has been completed for Bradenstoke and can be re-used.
EM	Playground training	Still waiting on new dates. Looking for locally held sessions.
EM	Tarmac at the Bradenstoke Playpark	Valleta has been contacted, photo evidence of damage has been sent. Valleta has responded to say that this is due to hot weather and continued pattern of parking and driving across the area in hot weather. Also advised the Council to weed control via spraying. No further action taken.
EM	Two dead trees to be notified to Wiltshire Wootton Bassett Road	Wiltshire notified, no response on this. Chasing

RG1	Remove the old books from the phone box bookstore	Completed
RG1	Remove the graffiti from the bus stop in Bradenstoke	Outstanding. RG1 to progress, now has the materials. EM updated that Harrow Grove noticeboard also has graffiti – ownership to be determined.
	Mowing of the Wildflower meadow.	To be cut end of September
RG1	Remove the fallen tree at Bradenstoke	Tree appears to be growing again and will be left as is
EM	FB asked for an update on the flower meadow. This is still pending an official answer from NALC. EM will be sending information received so far to MOD contact for assistance in looking at information to move the project forward or consider other options.	Completed and on this agenda.

CM22/208

CHAIR'S ANNOUNCEMENTS

AJ read out a letter from a resident of Bradenstoke regarding parking for blue badge holders and what are the ramifications for residents refusing to move their cars.

Additionally, the resident queried what actions the Police will take for people driving up Clack Hill.

EM will forward to Wiltshire Council.

CM22/209

PLANNING

CM22/210

To Receive the Planning Report
Report Received.

CM22/211

To consider the following planning requests

[PL/2022/07119](#)

Proposal

Demolition of agricultural buildings and the erection of up to 200 dwellings, up to 2,600m² of B1 Business and

up to 600m2 of D1 community uses as well as public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point from Chippenham Road (Reserved Matters pursuant to Outline application 19/03199/OUT relating to appearance, landscaping, layout and scale)

Site Address

Land at Chippenham Road, Lyneham, SN15 4PA

Application Type

Approval of reserved matters

Outcome

Council wished for an extension. Action: EM to request and extension so that this application can be considered at the November meeting.

CM22/212 **To Receive An Update On WALPA**
No Update

CM22/213 **TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**
Tree branch fallen opposite Piggies. This is being dealt with. The tree is marked as "to fell" on the report.
EM has contacted James Gray MP to ask if he will attend as the VIP for a Tree planting on the Green in memory of HR Queen Elizabeth II. Mr Gray has agreed. Date to be confirmed. Hole digger to be identified.
MOD has been contacted regarding the noticeboard in Lancaster Square having graffiti. The MOD does not believe they own it
Meeting Kevin Isles next week to review wildflower area hedging and to discuss hedge cutting at the allotment site.
Allotment contracts have been sent, half returned, half paid, one person has given up their plot and this has been offered to someone on the waitlist
Open Spaces membership has been completed and the information pack received, this will be distributed to Councillors.
EM has completed the information requested by the National Cyber Police and will update the Council once clearance has been given

CM22/214 **TO RECEIVE AND UPDATE ON CLACK HILL / B4069**
AJ gave an update that the no entry signs were now in place at the bottom of the hill along with yellow lines. Wiltshire Police have been in attendance have issued tickets to drivers.

AJ attended the village meeting and has responded to queries forwarded to Wiltshire Council.

CM22/215 **TO NOTE THE REVIEW FOR THE NEIGHBOURHOOD PLAN IS DUE**
Noted.

Plan to be reviewed by Planning Committee and then brought to full council if there are substantial changes.

CM22/216 **TO CONFIRM MEMBERSHIPS FOR COMMITTEES & REPRESENTATIONS**

Proposed AJ. Passed.

IT WAS RESOLVED THAT The Following Changes Be Made To Committees and Representations:

SG to be added to

Defibrillator Inspection Working Group

Flower Bed Working Group

Emergency Plan Working Group

Highways and Maintenance Working Group

Public Relations and Communications Working Group

SID Working Group

Planning Committee

War Memorial Working Group

SB to be added to

Public Relations and Communications Working Group

Open Spaces and Play Areas Working Group

Finance Committee

Planning Committee

Highways and Maintenance Working Group

LHFIG Representative

CM22/217 **TO NOTE THE DATES FOR THE 2023-2024 MEETING DATES**
Dates noted

Due to the potential clash with the Coronation of King Charles, the May meeting will be moved to May 16th (Village Meeting).

- CM22/218 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**
- CM22/219 **Open Spaces & Play Areas Working Group**
- CM22/220 **To Receive the Annual Playground Inspection From September 2022**
Inspection reports received.
There are some remedial actions required but nothing that constitutes a major issue.
EM to get pursue work items with supplier.
- CM22/221 **To Receive The Tree Report**
The Tree Report was received. The report is a comprehensive study of over 200 Trees in the Parish.
The report will form the basis of an on-going, multi-year maintenance plan. EM will gather quotes for work against the report and will work with Wiltshire Council on planning requirements.
- CM22/222 **Allotment Working Group**
- CM22/223 **(i) To Consider And Agree Changes To The Allotment Contract**
Council stepped through the changes put forward by Cllr Glover.
Each point was discussed. An updated version, consuming all of the requester changes, will be presented for final approval at November's meeting.
To Note:
 - Hens and Rabbits may be kept on the allotment subject to DEFRA standards
 - No locked gate will be installed
 - No provision will be made for group composting or burning due to environmental concerns and the issues previously realised on clearing and managing a central plot.
- CM22/224 **Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**
No update.
- CM22/225 **Royal Wootton Bassett & Cricklade Area Board, Cllr Jones/Ball**
No update.
- CM22/226 **War Memorial Working Group Update**
Work has commenced on the agreed schedule of works.

- CM22/227 **To Agree PC Representation For The Remembrance Services At St. Michaels Church, Lyneham 13th November 2022, 10:45 A.M.**
AJ to attend
- CM22/228 **To Agree PC Representation For The Remembrance Services At St. Mary's Church, Bradenstoke War Memorial 13th November 2022, 10:45 A.M.**
SG to attend
- CM22/229 **To Agree The Purchase Of Two Poppy Wreaths Up To £50 Per Wreath.**
EM to purchase a wreath.
- CM22/230 **Local Highways and Footpath Improvement Group (LHFIG, formally, CATG)**
- CM22/231 **To Consider and Agree The List Of Priorities Submitted To LHFIG**
The current priorities were discussed along with the items raised related to the traffic calming issues in Bradenstoke.

It was agreed to continue to proceed with the current priority list and revisit once the current changes Clack Hill had had time to be reviewed.

Identifier	Description	Priority	Raised
11-21-1	Lyneham junction visibility (nr Tesco's junction)	2	19/02/21
11-21-2	Bradenstoke dropped kerbs (5)	1	19/02/21
11-21-3	Lyneham - Preston Lane signing (to indicate dead end)	3	19/02/21

Proposed AJ. Passed.

IT WAS RESOLVED THAT The Current Priority List (above) Be Retained

- CM22/232 **Public Relations and Communications Working Group**
No update.
- CM22/233 **Parish Steward**
No update.
- CM22/234 **FINANCE MATTERS**
- CM22/235 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3**
No decisions taken since last meeting.

- CM22/236 **To Receive For Information, Disbursements Made Since The Last Meeting**
No Disbursements
- CM22/237 **To Consider And Approve The Schedule Of Forthcoming Payments**
None Presented
- CM22/238 **To Receive The Bank Reconciliations As Presented**
None Presented
- CM22/239 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
None.
- CM22/240 **TO CONSIDER ITEMS OF MAINTENANCE**
None further.
- CM22/241 **KEY MESSAGES & PERFORMANCE REVIEW**
- CM22/242 **To Review a Summary Of The Meeting's Key Points & Messages To The Public**
None.
- CM22/243 **To Review The Parish Council's OKR Dashboard**
Dashboard not reviewed.
- CM22/244 **NEXT MEETING.**
The next Full Parish Council meeting will be held on Tuesday 8th November 2022 at 7pm, at Bradenstoke Village Hall.

Meeting Closed: 20:58

Summary of Public Participation Section

Parish Council Chairman, Cllr. Antony Jones opened the meeting and invited participation from the public.

Report from Wiltshire Council

Wiltshire Councillor, Allison Bucknell.

AB was unable to attend this meeting. No update.

MOD Lyneham Report from Major Vernon Gadsby

1. Local Bonfire Night on 2nd November. Please contact the MOD if there any queries. All in the Parish are welcome. C gate will be the main entrance and foot access is encouraged.
2. 13th November there will be an event in the REME museum car park for a service of remembrance
3. The MOD asked that those posting on social media please be respectful. There have been some upsetting posts.

PCSO

No PCSO in attendance, no report this meeting.

Royal Wooten Bassett & Cricklade Community Care Group – Mrs K Ashlin

Mrs Ashlin not in attendance. Mrs Stevie Palmer gave a short update.

A booklet has been produced (paper and electronic) as a local directory. EM will post on the website.

Other Public Items discussed

A Member Of The Public updated that Police are in attendance and giving tickets to those ascending Clack Hill.

These minutes are accepted as a true and accurate record: -

Signed _____

Date _____