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PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Lyneham & Bradenstoke Parish Council held at Bradenstoke Village Hall on Tuesday 27th September 2022 commencing at 7:00pm.

MEMBERS PRESENT: Anthony Jones, [AJ] Frank Ball [FB], Rod Gill [RG1], David Leuty [DL] and Ron Glover [RG2], Shendie Green [SG] from CM22/161

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

CHAIR: Anthony Jones

APOLOGIES: None

ABSENT: None

Meeting Commenced: 19:36

CM22/154 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
None

CM22/155 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None

CM22/156 **MINUTES OF THE PREVIOUS MEETING, 19TH JULY 2022**
Proposed RG. Seconded FB. Passed.

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 19th July 2022 are a true reflection of the decisions made.

CM22/157 **MINUTES OF THE PREVIOUS MEETING, 9TH AUGUST 2022**
Proposed RG. Seconded FB. Passed.

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 9th August 2022 are a true reflection of the decisions made.

CM22/158 **MINUTES OF THE PREVIOUS MEETING, 16TH AUGUST 2022**
Proposed RG. Seconded FB. Passed.

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 16th August 2022 are a true reflection of the decisions made.



CM22/159 **TO CONSIDER AND AGREE TO CO-OPT MRS RICHENDA GREEN AS A PARISH COUNCILLOR FOR LYNEHAM AND BRADENSTOKE**

CM22/160 **To Receive An Oral Presentation From Mrs Green**
 AJ read out a statement from Mrs Green outlining her reasons for wishing to be co-opted.

CM22/161 **To Consider And Agree To The Co-Option**
 Proposed AJ. Seconded FB. Passed.
IT WAS RESOLVED THAT Mrs Richenda Green be co-opted as a Parish Councillor for Lyneham and Bradenstoke

CM22/162 **TO 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.
EM	Two dead trees to be notified to Wiltshire Wooton 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 October
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.

CM22/163 **CHAIR'S ANNOUNCEMENTS**
No further updates

CM22/164 **PLANNING**

CM22/165 **To Receive the Planning Report**
Report Received.

CM22/166 **To consider the following planning requests**

[PL/2022/05221](#)

Proposal

Change of use of land to private Gypsy / Traveller site and associated works

Site Address

Clackhill Yard, Bradenstoke, Wiltshire, SN14 4ES

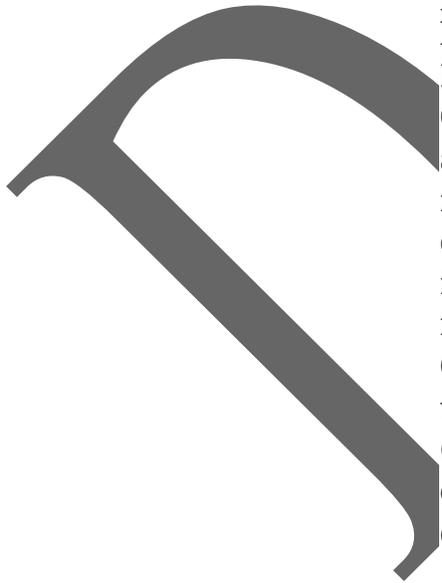
Application Type

Full Planning Permission

Council Response



4 Councillors object 1 Councillor abstained. Clack Hill is in a Green Belt area and: Policy E: Traveller sites in Green Belt: 16. Inappropriate development is harmful to the Green Belt and should not be approved, except in very special circumstances. Traveller sites (temporary or permanent) in the Green Belt are inappropriate development. Subject to the best interests of the child, personal circumstances and unmet need are unlikely to clearly outweigh harm to the Green Belt and any other harm to establish exceptional circumstances. 17. Green Belt boundaries should be altered only in exceptional circumstances. If a local planning authority wishes to make an exceptional, limited alteration to the defined Green Belt boundary (which might be to accommodate a site inset within the Green Belt) to meet a specific, identified need for a traveller site, it should do so only through the plan-making process and not in response to a planning application. If the land is removed from the Green Belt in this way, it should be specifically allocated in the development plan as a traveller site only. Housing Allocation: Clack Hill is in a Green Belt area and within the Parish of Lyneham and Bradenstoke. The Parish Neighbourhood plan has used its allocation of new houses and mobile homes for the foreseeable future (2030). The Wiltshire Housing allocation plan which is part of the Wiltshire Core Strategy also states that Lyneham has used its allocation of housing. Site Limitations: Clack Hill is a minor road which is very narrow in places. At present, due to the closure of the Lyneham Banks Road, it has increased usage. There is insufficient room for a footpath and so is very dangerous for pedestrians. Giving planning permission for this site will put those using the site in extreme danger. For the above reasons (and please note there are no exceptional circumstances) the planning application should be declined.



[PL/2022/06215](#)

Proposal

Proposed stand-alone swimming pool with Gym and golf simulator room

Site Address

Lyneham House, 110 Chippenham Road, Lyneham, SN15 4PA



Application Type

Full Planning Permission

Council Response

No Objections, considerations proposed are within keeping the size of the property

[PL/2022/06359](#)

Proposal

Tree Works

Site Address

1 Lancaster Square, Lyneham, Chippenham, SN15 4AD

Application Type

Consent under Tree Preservation Orders

Council Response

Proposed work is a reasonable request

[PL/2022/06296](#)

Proposal

New one-way access for grain store

Site Address

Thickthorn Farm, Preston, Nr Lyneham, Chippenham, SN15 4DY

Application Type

Full Planning Permission

Council Response

No Comments

[PL/2022/06539](#)

Proposal

Retrospective change of use from C3 dwelling houses to class E office use and to include alterations to adjoining rear car parking area to be class E incorporating storage & car parking use

Site Address

9 & 10 Arnhem Cross, Lyneham, Chippenham, SN15 4AJ

Application Type

Full Planning Permission



Council Response

No Comment

[PL/2022/06906](#)

Proposal

Retrospective change of use from C3 dwelling houses to class E office use and to include alterations to adjoining rear car parking area to be class E incorporating storage & car parking use

Site Address

9 & 10 Arnhem Cross, Lyneham, Chippenham, SN15 4AJ

Application Type

Full Planning Permission

Council Response

No Comment

CM22/167 **To Receive An Update On WALPA**
No Update

CM22/168 **TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**
Looking at two companies to quote for removal of Mares Tail at the allotment. One company has advised to NOT dig over the area.
EM is looking at the Green boundaries re the Green Farm development. The Title documents are not in the name of the current clerk and this will need to be updated. EM to progress getting these digitised and updated
Council has been advised of a confidential issue which cannot, at this time, be shared with the Council. Once this issue has progressed the Council will be updated.

CM22/169 **TO CONSIDER AND AGREE THE LICENSE FOR USE OF THE LAND AREA AT HOLLOW WAY FOR THE WILDFLOWER MEADOW**
Proposed FB. Seconded AJ. Passed.

The requested changes have been made. This will be a public area but the public will be deterred from using the area by provision of a low fence and will be a Wildflower meadow.

IT WAS RESOLVED THAT The License For Use Of The Land Area At Hollow Way Be Signed With The MoD For Use As A Wildflower Meadow

Action: EM to execute agreement and cost fencing options.



- CM22/170 **TO RECEIVE AND UPDATE ON CLACK HILL / B4069**
 Discussed as part of the public session. Meeting with Wiltshire Council followed by a public session in Bradenstoke.
- CM22/171 **TO CONSIDER AND AGREE TO THE PURCHASE AND PLANTING OF A TREE TO COMMEMORATE THE JUBILEE**
 AJ read out the proposal to plant a Japanese Japonica at a cost of less than £100 on the Green at Lyneham. There will be a plaque, yet to be costed, but less than £100.
 James Gray MP will be invited to plant the tree in a formal occasion. EM to write to James Gray MP.
 RG2 to identify the area and someone to dig the hole.
- CM22/172 **TO NOTE THE OFFER OF IT TRAINING**
 Council has received an offer of free training on Microsoft Teams and Outlook (the Council's IT system of choice). So far, this offer has been difficult to arrange.
 AJ reiterated that the Council has chosen, formally, to use Teams to communicate and share documents. All Councillors ought to be using Teams.
- CM22/173 **TO CONSIDER AND AGREE TO A GRANT APPLICATION OF £250 FROM ST JOHN AMBULANCE, WILTSHIRE**
 Grant agreed.
 Proposed FB. Seconded AJ. Passed.
IT WAS RESOLVED THAT A Grant Of £250 Be Given To Support St John Ambulance, Wiltshire.
- CM22/174 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**
- CM22/175 **Open Spaces & Play Areas Working Group**
- CM22/176 **To Consider And Agree To Membership Of Open Spaces Society (£45 per annum)**
 Proposed AJ. Seconded FB. Passed.
 Membership will provide the Council with much needed legal and ethical advice on the management of The Green and other protected spaces within the villages.
IT WAS RESOLVED THAT The Parish Council Take Up Membership Of Open Spaces Society At A Cost of £45pa.



- CM22/177 **To Note The Dates For Playground Inspection Training**
EM is still trying to arrange play park assessment training which has been difficult to organise due to Councillor’s schedules.
The annual inspection has just been completed. This will cover the Council during Cllr. Ball’s absence.
- CM22/178 **Allotment Working Group**
- CM22/179 **(i) To Consider And Agree Changes To The Allotment Contract**
The agreement will be reviewed in October.
RG2 had made some written updates and posted to EM. RG2 asked for these to be returned to him for further updates (EM has returned them).
All contracts sent in October will be on the 21/22 contract whilst the revision continues to be discussed.
A letter has been received by RG2 from a tenant asking to keep Hens on the allotment. The letter had not been passed to Council and therefore could not be considered.
- CM22/180 **Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**
No update, meeting was cancelled, to be held on the 28th.
- CM22/181 **Royal Wootton Bassett & Cricklade Area Board, Cllr Jones/Ball**
No update.
- CM22/182 **To Consider And Agree A Written Update For The Council To The Area Board**
Moved to October in preparation for the AB meeting.
- CM22/183 **War Memorial Working Group Update**
Work has commenced on the agreed schedule of works.
- CM22/184 **To Reaffirm The Works On The Memorial At A Cost Of £2970 via Vitruvius**
Proposed AJ. Seconded FB. Passed.
IT WAS RESOLVED THAT The Decision Be Reaffirmed.
- CM22/185 **Local Highways and Footpath Improvement Group (LHFIG, formally, CATG)**
No update.
- CM22/186 **To Reaffirm Priorities As Previously Submitted**
No changes, but to be confirmed in October’s meeting in line with Bradenstoke traffic requirements.



- CM22/187 **Public Relations and Communications Working Group**
No update.
- CM22/188 **Parish Steward**
No update.
- CM22/189 **FINANCE MATTERS**
- CM22/190 **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.
- CM22/191 **To Receive For Information, Disbursements Made Since The Last Meeting**
No Disbursements
- CM22/192 **To Consider And Approve The Schedule Of Forthcoming Payments**
None Presented
- CM22/193 **To Receive The Bank Reconciliations As Presented**
None Presented
- CM22/194 **TO CONSIDER AND AGREE THE EXTERNAL AUDITOR PROVISION FOR THE CURRENT YEAR**
EM explained that the contract for the External Auditor needs to be renewed. This is negotiated at the national level but Parish Councils can, if they wish, opt-out and negotiate and appoint their own External Auditor. The nationally negotiated auditor is PKF Littlejohn (as current). Council asked EM to provide a list of alternatives and costs.
- CM22/195 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
None.
- CM22/196 **TO CONSIDER ITEMS OF MAINTENANCE**
RG2 updated that he had spoken to a contractor regarding the installation of a gate at the allotment. The cost of the gate was £380.

Following points raised by Councillors and members of the public, no decision was taken. It was stated that the gate would serve no purpose as there were additional entrances.

EM will review all entrances and exits to the allotment and to look at signage for the allotment. EM will also look at getting the hedges cut back around the allotment.



CM22/197 **KEY MESSAGES & PERFORMANCE REVIEW**

CM22/198 **To Review a Summary Of The Meeting's Key Points & Messages To The Public**

None.

CM22/199 **To Review The Parish Council's OKR Dashboard**

Dashboard not reviewed.

CM22/200 **NEXT MEETING.**

The next Full Parish Council meeting will be held on Tuesday 11th October 2022 at 7pm, at Lyneham Village Hall.

Meeting Closed: 20:50

Draft

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 but sent an update for the meeting that was read out by Chairman Anthony Jones and is attached.

MOD Lyneham Report from Major Vernon Gadsby

No MOD in attendance.

PCSO

PCSO has sent in a report, available on the website.

PCSO explained that there has been a high number of police patrols within Bradenstoke. All reported issues are attached to a single log number and members of the public are encouraged to call in and report the issues. There are five PCSOs in the Malmesbury and Cricklade Area so it is hard to be “everywhere”. There is a focus on Bradenstoke at this time, 20 hrs have been spent during this week on patrol in Bradenstoke.

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

Mrs Ashlin not in attendance. Report available on the website.

Other Public Items discussed

Email received from a member of the public:-

- Dropped Kerbs in Bradenstoke – See Alison’s comments
- 20mph limit in Bradenstoke – More info expected at Thursday’s meeting with WC
- Traffic Management Survey – More info expected at Thursday’s meeting with WC
- Will at meeting be held to discuss with WC – More info expected at Thursday’s meeting with WC
- AJ had declined a meeting with the Bradenstoke group, pending Thursday’s meeting with WC

Several points were raised by the members of the public present, these were summarised as follows, to be presented at Thursday’s meeting with WC.

- Have budget monies been allocated for 2023-24 to repair the B4069?



If yes

- How much is allocated?

If no

- Will this be a part of the budget setting and when will this be decided?
- What is the process for assuring this is part of the budget process?
- Traffic Survey Management Analysis – What are the results?
- What survey is next going to be expected to be pulled before an action plan is put in place?

Feedback to the Community

- Bradenstoke residents are looking for more meaningful feedback from the Wiltshire Council departments overseeing this issue.
- What are Highways doing within Wiltshire to assure the Public have continuity of information?
- Why is Cllr Mark McClelland not responding to the public with “what is your plan” on next steps and what does Wiltshire expect to do to manage this?
- The public is concerned. The community would potentially accept a quarterly management plan but so far has had no reply.
- What is the Council doing to communicate with the police during this time as a positive/pro-active cross over for the community?

Signage

This was supposed to be placed over two weeks ago.

- When is this due to be placed?
- Why is there a delay?

Speed bumps – Email 16 September 2022

“I have been in communication with Allison about traffic calming measures in the village. I had a meeting with Allison some time ago regarding vehicle speed, this was before the problem with The Banks, this has only made the problem worse with the volume of traffic in and out of



the village. I have suggested that rubber speed [humps.be](#) installed every 250 meters throughout the village including Clack Hill. This measure would reduce the vehicle speed to 15-20 mph with no impact on the environment or with vehicle suspensions, It would cut down the possibility of accidents by 40%. We have already had cars damaged with one car completely written off by a hit and run vehicle, this may not have happened if there was a speed hump at the top of the hill as the vehicle must have been speeding and the driver lost control whilst turning the bend.

I realise that this may be treated as a secondary problem for the WCC but it needs to be addressed urgently especially if the repair of The Banks is not anticipated for completion before the Autumn of 2023 at the earliest.

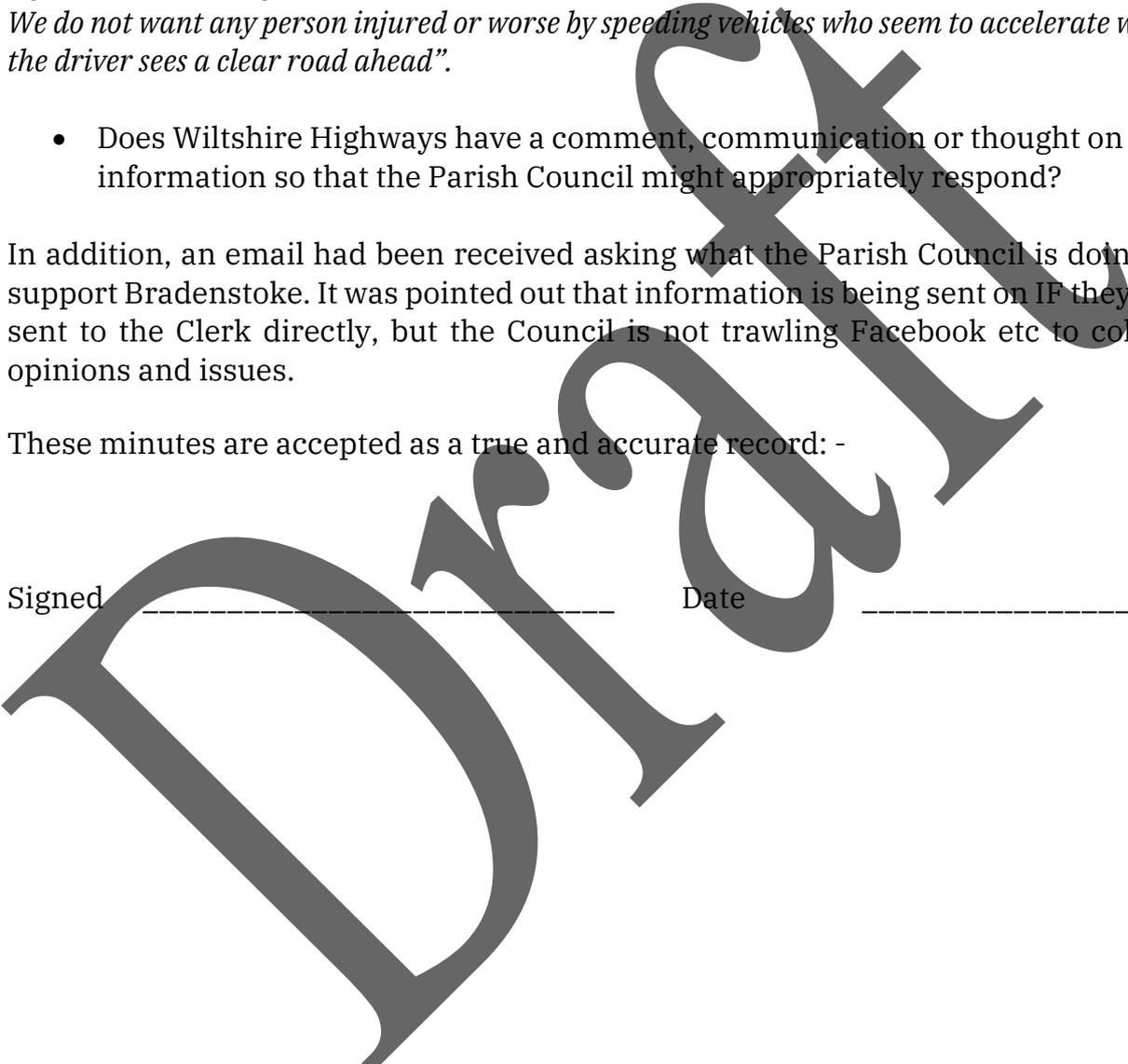
We do not want any person injured or worse by speeding vehicles who seem to accelerate when the driver sees a clear road ahead”.

- Does Wiltshire Highways have a comment, communication or thought on this information so that the Parish Council might appropriately respond?

In addition, an email had been received asking what the Parish Council is doing to support Bradenstoke. It was pointed out that information is being sent on IF they are sent to the Clerk directly, but the Council is not trawling Facebook etc to collect opinions and issues.

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

Signed _____ Date _____



**Councillor
Allison Bucknell
Lyneham**



Update for Lyneham and Bradenstoke Parish Council September 2022

Wiltshire Council

Area Boards

Our next meeting will be September 28th in Cricklade starting with networking at 1800.

Area Board Priorities

The Area Board is currently looking at a number of working groups, including older and vulnerable people, young people, the economy and the environment.

Thanks to resident Steve Palmer for the work she is doing with the Community Care Group. Currently there is no representation from Lyneham and Bradenstoke on the Environment Forum

– this does not have to be a Parish Councillor so if you know of any residents who would be interested please let me know.

Local Highway and Footway Improvement Group (LHFIG)– the new CATG.

The format of this has now changed and has a wider remit. Information about the new has been sent to the Parish Council and can also be found here:-

<https://www.wiltshire.gov.uk/article/1268/Community-area-transport-groups>

Our LHFIG has decided to continue with the Parish priority scheme as we did with CATG. I am currently aware of 3 priority schemes in Lyneham and Bradenstoke. All parishes have been asked to review their priorities and make sure they are still relevant. The Bradenstoke dropped kerb request is currently one of the overall priority schemes and initial scoping has been done.

Community Safety Forum

The next one will be Friday October 14th . The September meeting was cancelled due to the death of Queen Elizabeth II.

Ukrainian Refugees

Wiltshire has the second highest number of host families for Ukrainian refugees in the Country (and I am a host myself). Any Lyneham/ Bradenstoke families hosting refugees are invited to make contact with other families via Facebook or to come along to the Friday meet in the Church Croft, RWB from 15.30-17.00.

<https://www.facebook.com/groups/rwbh4u>

Support for High Streets

Wiltshire Council has allocated funding to help make our town centres more vibrant and inviting. All of our Market Towns will be receiving funding and support. Our village residents are all users of the town facilities so if you have any ideas for how the High Street can be made more attractive, do please let me know (free car parking is not an option though).

Cost of Living

Wiltshire Council has a number of measures in place to assist residents where possible with the Cost of Living issues. Residents living in park homes are concerned about how they will get any



grants/rebates as they do not pay their utilities direct to the utility companies. This is a central government scheme and I am awaiting further details from James Gray MP.

Local

Lyneham Banks

Concerns have been raised by the residents of Bradenstoke about the negative effect on their mental and physical health due to the stress caused by the additional traffic through the village and the inability of some drivers to act in a responsible manner or to adhere to road signage. An Paper has been widely circulated for feedback, and proposals for the next phase of traffic management (one way system for Clack hill and other measures) is being discussed. Wiltshire Council is holding a meeting for the affected Parish Councils on 29th September to explain the proposals to them and to ask any questions. This is not a public meeting.

The Parish Council has received a copy of all the relevant documents.

Medical Provision

The NHS/ local CCG has decided that they need to review the provision across the whole of the county. I am awaiting details of how this will proceed.

Road Works

People are now able to view roadworks on the One Network system. This also allows for traffic alerts to be set up and delivered to people's email addresses so is worth signing up for if you are a regular traveler!

<https://www.wiltshire.gov.uk/article/1260/Roadworks-and-related-information>

Planning

I attended the planning appeal hearing below and spoke on behalf of the community.

An appeal has been lodged against the refusal of **PL/2021/11175**

APPELLANTS NAME:	Gleeson Land Limited
APPEAL SITE:	Land North of Webbs Court, Lyneham
PROPOSED DEVELOPMENT:	Outline planning application (all matters reserved except means for access only in relation to a new point of access into the site) for residential development for up to 56 dwellings, including the creation of a new vehicular access, public open space, landscape planting, pumping station, surface water attenuation and associated infrastructure.
INSPECTORATE REFERENCE:	APP/Y3940/W/22/3299290
APPEAL START DATE:	14 June 2022

An appeal has also been lodged for the Rosehill Close application in Bradenstoke

APPELLANTS NAME:	Rosehill Homes Ltd
APPEAL SITE:	Land at Rosehill Close, Bradenstoke, SN15 4LB
PLANNING APPLICATION REF:	PL/2021/03235

**Councillor
Allison Bucknell
Lyneham**



PROPOSED DEVELOPMENT:	Construction of four dwellings and associated works
INSPECTORATE REFERENCE:	APP/Y3940/W/22/3299162
APPEAL START DATE:	20 September 2022

I have “called in” application PL/2022/05221(Clackhill Yard, Bradenstoke, Wiltshire, SN14 4ES: Change of use of land to private Gypsy / Traveller site and associated works) to be heard at committee.

Bradenstoke Solar Farm Community Benefit Fund

Details of all grants can be found on the website

<https://www.bradenstokesolarfund.org/>

If anybody knows of any worthy projects, do please LBPC Chair or me know.

The AGM will be held on Wednesday 2nd November 2022 at 1800.

Community Care Group Report

Sept 2022

The group has been meeting regularly each month. We are now whittled down to a core group who attend each meeting. We had decided to take August off and alas due to recent events our Sept meeting was cancelled. We are due to meet again at the end of October.

In the meantime, the Community Booklet has been produced and has been placed in strategic places in both Lyneham and Bradenstoke. Spare copies are available from the library. We have the facility to reprint should it be required or should we need to do any amendments.

Our Contact from WCC, Alexa, has recently left the council and has now been replaced by Andrew. We are yet to meet him.

Work is still progressing on the projects we are undertaking and we are continuing to invite people from both the NHS and WCC along with outside groups to come to speak to us and explain exactly what their role is, so that we can gain a better understanding of how the system is working or not as the case may be. This has also provided us with an opportunity for us to put forward any concerns we may have. It has proved to be both educational and rewarding. We are hoping to be looking into Hospital Discharges and Dementia Support over the coming Months.

Stevie is due to stand down as Chair of the group, so we are at present looking for a replacement.

As things do not move very quickly, I would like to suggest that I only raise reports when there is actually something to report, possibly quarterly.

Kay Ashlin.