



Clerk to Council: Elizabeth Martin

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Ivy House
72 The Green
Poulshot
SN10 1RT

9th May 2024

To: **Members of Lyneham and Bradenstoke Parish Council**

Cc: Wiltshire Councillor for Lyneham

Dear Councillor,

You are summoned to attend the meeting of Lyneham and Bradenstoke Parish Council to be held on Tuesday 14th May 2024 at 7:00pm at **Lyneham Village Hall** for purposes of transacting business as set out in the Agenda below.

The Wiltshire Councillor for Lyneham, the press and public are invited to attend.

The meeting will also be available to observe online (for non-Councillors and Public) using Microsoft Teams.

For Members of the Public wishing to observe the meeting online they may do so at the following address

<https://bit.ly/3ybDnT1>

Members are politely asked to forward any questions or queries relating to items on the agenda to the Clerk at least 48 hours prior to the meeting.

A public participation section will precede the main Council meeting for up to fifteen minutes, three minutes per person. No decisions or arrangements will be made on items raised in this section unless the issue is listed on this Agenda. The main Council Meeting will commence following this session

Members of the public wishing to ask a question regarding an Agenda item are asked to submit it to the Parish Clerk at least 48 hours before the meeting by email to parish.clerk@lynehamandbradenstoke-pc.gov.uk

If the member of the public does not use email, then the question should be mailed to the Parish Clerk at the above address. The question will be read out at the meeting and, if possible, an answer will be given at the time. If that is not possible then a written reply, either email or post, will be given after the meeting.

This is normal procedure for regular meetings. All questions received will also be posted to the Parish Council website before the meeting commences. Website address - www.lynehamandbradenstoke-pc.gov.uk

Yours sincerely,
Elizabeth Martin
Parish Clerk



PUBLIC PARTICIPATION

- a. Report from the Wiltshire Council Member for the Lyneham division
- b. Report from MOD Lyneham.
- c. Report from PCSO, Royal Wootton Bassett (RWB)
- d. Comments from members of the public to be considered by the Council regarding items on the agenda.

NOTE: For items not on this Agenda please write to the Clerk

AGENDA

- 1 ELECTION OF CHAIR FOR THE ENSUING YEAR AND SIGNING OF THE DECLARATION OF ACCEPTANCE OFFICE**
- 2 ELECTION OF VICE CHAIR FOR THE ENSUING YEAR AND SIGNING OF THE DECLARATION OF ACCEPTANCE OFFICE**
- 3 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
- 4 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial, or pecuniary interests pertaining to the agenda.
- 5 MINUTES OF THE PREVIOUS MEETING**
To Confirm as a true record the minutes of the Parish Council meeting held on 9th April 2024, and on the 14th April 2024.
- 6 CHAIR'S ANNOUNCEMENTS**
- 7 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**
- 8 TO RECEIVE OUTSTANDING ACTIONS FROM PRIOR MEETINGS**
- 9 PLANNING**
 - a. To consider the following planning requests: -**

[PL/2024/03457](#)

Proposal

Replacement metal windows.

Site Address

The Old Rectory, Lyneham, Chippenham, SN15 4PQ

Application Type

Listed Building Consent

[PL/2024/03658](#)

Proposal

Erection of an outbuilding.

Site Address



79 The Green, Lyneham, SN15 4PD

Application Type

Householder Planning Permission

[PL/2024/03697](#)

Proposal

Revisions to Plot B of planning permission ref PL/2022/02216

Site Address

The Garden Of 79 The Green, Lyneham, SN15 4PD

Application Type

Full Planning Permission

- b. To Consider The Proposed Refurbishment To The Existing Signal Pedestrian Crossing On Calne Road, Lyneham.**

10 GOVERNANCE REVIEW

- a. To Review And Approve The Council's Standing Orders**
No Changes Proposed
- b. To Review And Approve The Council's Financial Regulations**
No Changes Proposed
- c. To Review And Approve The Parish Council Asset Register**
Changes Proposed
- d. To Review And Approve The Council's Code Of Conduct**
Changes Proposed

11 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS

- a. Allotment Working Group**
 - (i) To Receive And Discuss The Update And Next Steps On The Local Flooding In Bradenstoke**
- b. Open Spaces & Play Areas Working Group**
 - (i) To Receive An Update On The Purchase Of Additional Seating To Be Placed On The Green In Lyneham to encourage the local residents to "Walk and Talk" (Requested By Villagers)**
 - (ii) To Consider And Agree To A Request To Use The Playing Field in Bradenstoke for Parking For The Bradenstoke Village Fair (BVF) Event On Saturday 24 August 2024**



(iii) To Consider And Agree To The Quotations For Outdoor Gym Equipment For Bradenstoke (Lyneham Pending D2 Agreements And Planning)

(iv) To Consider And Agree The Format And Design For The Plaque At The Wildflower Meadow

c. Royal Wootton Bassett & Cricklade Area Community Safety Forum Update

d. Royal Wootton Bassett & Cricklade Area Board

Next Meeting, 26th June 2024, Clyffe Pypard and Bushton Village Hall, Bushton, Swindon, SN4 7PX, 18:30

e. Public Relations and Communications Working Group

f. Parish Steward

g. Defibrillator Working Group

h. Local Highways and Footpath Improvement Group (LHFIG, formally, CATG)

Last meeting, 22nd May 2024 at The Council Office, Ockwells, 113 High Street, Cricklade, SN6 6AE at 18:00.

12 FINANCE MATTERS

a. To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3

b. To Receive For Information, Disbursements Made Since The Last Meeting

c. To Consider And Approve The Schedule Of Forthcoming Payments

d. To Receive The Bank Reconciliations As Presented

e. To Receive and Consider The Quotes For Council's Insurance Renewal For 2024-2025

f. To Consider And Agree To Continue The Councils Payroll Provider (Direct Debit)

13 ANNUAL RENEWAL MEMBERSHIPS

a. To Consider And Agree To The Renewal Of Membership Of WALC/NALC (Wiltshire Association Of Local Councils/National Association Of Local Councils)

b. To Consider And Agree To The Renewal Of Membership Of ICO At A Cost Of £40

c. To Consider And Agree To The Renewal Of Membership Of Open Spaces At A Cost Of £45



- 14 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
- 15 TO CONSIDER ITEMS OF MAINTENANCE**
- 16 TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC**
- 17 NEXT MEETING**
To Note the next meeting of the Full Council, will be Tuesday 11th June 2024, 7pm, at Bradenstoke Village Hall
- 18 IN VIEW OF THE CONFIDENTIALITY OF THE FOLLOWING ITEMS, TO CONSIDER A RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, IN ORDER TO DISCUSS THE ITEMS IN ACCORDANCE WITH STANDING ORDER 3(D)**
- 19 TO RECEIVE AN UPDATE AND TO DISCUSS AND AGREE NEXT STEPS REGARDING THE SECTION 16/38 APPLICATION, GREEN FARM**
- 20 TO RECEIVE AN UPDATE ON THE D2 LAND ON POUND FARM AND AGREE NEXT STEPS**
- 21 TO AGREE THE COUNCILS RESPONSE FOR THE PLANNING APPEAL - PL/2022/05221 - CLACKHILL YARD, BRADENSTOKE, WILTSHIRE, SN14 4ES**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.

Recording including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public – however, anyone wishing to do so must speak to the Clerk prior to the meeting as there are rules which must be followed.

Any person who may find difficulty accessing the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.