

Draft Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 14th February 2017 in Bradenstoke Village Hall at 7.00pm.

Present

Cllrs: G Jackson-Haines (Chairman), T Webb, J Digman, L Thrussell, R Gill, D Lambourne and R Glover
Clerk to the meeting: Jacque Henly

There were 9 members of the public present.

Welcome

The Chairman welcomed all present to the meeting

1) Capt. Lee McCrum from the MoD covered the following items:

- a) There has been a significant reduction in discipline cases for Anti Social Behaviour from students at the Training School. It is hoped that this is noticeable by residents.
- b) The REME 75 event is now being advertised throughout the Parish and is being organised by Major Gary Burton. The event will include a fun fair and parade on 17th June. It is expected the event will attract 5000-6000 people so a traffic management company will be employed to ensure the extra traffic is managed to avoid too many problems. If anyone has any questions regarding the event then please contact Capt. Lee McCrum.
- c) MoD is considering organising Park Run (a 5K Fun Run) this is a charity run event for 6–106 year old participants. The run would take place at Lyneham A site. Lee is looking for feedback over the next few weeks.
- d) Permanent MoD staff will be participating in the Community Litter Pick for the Great British Spring Clean weekend. Cllr Thrussell who is organising the event on behalf of the Parish Council gratefully received this news.

2) Wiltshire Cllr Allison Bucknell covered the following points:

- a) The new relief road by Royal Wootton Bassett owned by Network Rail – Oxford University are applying to retain the road for agricultural use.
 - b) An application for a large development at Marsh Farm has been deferred pending a site visit.
 - c) Gleeson is appealing the decision regarding the housing development at Pound Farm.
 - d) There are currently a lot of small road closures in and around the parish, so do check routes before setting out on a journey.
 - e) A report was given regarding the newly formed grants committee for the Bradenstoke Solar Park fund. A report is also included in the main body of the minutes. The fund will be open for applications from 1st April 2017. No individuals will benefit from the fund only groups or official bodies.
- 3) The Chairman explained how the public participation part of the meeting would be conducted. He went on to add that item 7c on the agenda regarding the design of the Welcome to Lyneham signs will be deferred until the March meeting. The reason being the Parish Council has received various correspondence suggesting alternative artwork and wording. Therefore to give time to explore these alternatives extra time is required. The Chairman then invited comments from members of the public present on items listed on the Agenda.
- a) Jenny May thanked the Parish Council for organising the First Aid Course and said it was much appreciated by those that attended.

Item 1 - Apologies for absence

Apologies were received from Cllrs J Pollard, J Selby-Boothroyd and J Webb.

Item 2 – Declaration of Interest in items on the Agenda.

There were no declarations of interest.

Item 3 – Approval of Minutes from the previous meeting

Minutes of the Parish Council meeting held on Tuesday 20th December 2016 were approved by those present and signed by the Chairman.

Item 4 – To receive items on the Clerk's Report

4.1 Circulated amended ROSE litter campaign posters for approval by members before going to print.

4.2 Ordered and arranged installation of a salt bin for installation near Teal Avenue.

4.3 Sent in the Precept request to Wiltshire Council as agreed at the December meeting.

4.4 A copy of the draft TOR for the Neighbourhood Plan Steering Group was sent to the appointed Wiltshire Council Officer as agreed at the December meeting.

4.5 A meeting with Tim McCombe the Wiltshire Council Officer appointed to oversee the production of the Neighbourhood Plan was arranged and took place at Monkton Park with Cllrs Geoff Jackson-Haines, J Webb and L Thrussell. The final draft of the TOR will be adopted at the February meeting.

- 4.6 Contacted Wiltshire Council to ask if they could look at the site in Lyneham by the turning to Preston to see if any improvement could be made to signage. Although the mini roundabout is clearly marked and there is plenty of signage, there have been a number of incidents that have caused concern with drivers exiting Preston Lane to turn right onto the A3102. Officers were also asked to consider preventing parking in the lay by outside of Tesco's as this impairs visibility when trying to exit the allocated parking area.
- 4.7 Sent a copy of the approved letter to Mr A Gardiner from Gladman Developments.
- 4.8 Completed and sent in to HMRC the VAT reclaim form for the period 1.4.16 to 31.12.16.
- 4.9 Completed a Parish update report for the Area Board Meeting in January.
- 4.10 Notified the Elections Team of Wiltshire Council of the resignation of Richard Selby-Boothroyd. Notices of the vacancy were subsequently published on the Parish Notice Boards.
- 4.11 Requested that white lines be repainted in Preston at the turning into the Brewery.
- 4.12 Prepared articles for the Parish Magazine, Spring Edition.
- 4.13 Prepared a leaflet advertising the drop in sessions regarding the Neighbourhood Plan.

Item 5 – To receive update reports from working groups, committees and representative members of outside bodies.

5.1 Report from the Allotment Working Group:

- a) There is currently 1 allotment available to rent.
- b) An extensive clear up at the allotment site was organised and carried out by Cllrs Gill and Thrussell assisted by Mark Thrussell. Overgrowth was cut back that bordered some of the houses in Church Park, Overgrown allotment plots were cleared of excessive weeds and will be covered with membrane to keep a tidy appearance and prevent re-growth.

5.2 Report from Communications Working Group:

Cllr Thrussell has been putting together the Spring Edition of the Parish Magazine, Copies to all households should be delivered by the end of the month.

5.3 Report from Councillor J Webb re The Neighbourhood Plan:

This is an agenda item so will be discussed during the meeting.

5.4 Report from Councillor J Webb re CATG:

- a) The first thing up on the agenda was the financial summary for the CATG, this stated that there is still £1500.00 outstanding from L&BPC for the contribution for the Bradenstoke footpath. The cheque from Lyneham and Bradenstoke Parish Council was sent and cleared in September 2016, so the statement of accounts has since been queried.
- b) Issue 5026, safety issues at Bradenstoke junction, which we discussed and agreed to support at our December 2016 meeting.
It appears Steve Hind had been slightly misinformed about boundary lines for the privately owned land and highway. He has agreed to take a further look at the site again now he had the new information. The plan being formulated will not include rumble strips but may include slow being painted on the road, and hopefully a modern finger post pointing directly to the Bradenstoke road from the opposite side of the road. I have written to Steve asking that we should be included in the consultation for this work
- c) Issue 4465, HGVs driving into Bradenstoke and then not being able to turn around.
This issue is being put on hold for the time being to see if the new weight restriction on the B4069, which will come into effect after the Skew Bridges have been reopened, stops HGVs from arriving in Bradenstoke. Following the meeting Steve Hind was made aware a further incident had taken place recently
- d) Issue 4805, crossing between Costcutters and footpath to Pound Close on A3102.
It was agreed that Steve Hind should take a look at this to see if it would be possible, given the number of entrances, bus stops etc in the area and to report back.
- e) Issue 4804, the ten-year-old speed limit review request that was promised five years ago and then refused four years ago. It was suggested that the road might not meet the new criteria for a 30mph speed limit. Steve promised to send out the criteria to all members of the CATG, at the time of writing this has not happened. For the time being anyway, this issue is closed.
- f) Issue 4797, speeding at the zebra crossing by the main gate of MoD Lyneham.
The metro count request still stands but cannot be acted on until the missing gateway 30/50mph sign has been replaced. As a Parish Council we asked for this to be done last September, our Wiltshire Cllr has now asked for it to be placed on the three month urgent list at the CATG meeting.
- g) It is nearly time for the Freight Management Requests (lottery) 2017. On the list for our area this year are:
A3102 Wootton Bassett (nr Wagon & Horses)
A3102 south of Lyneham
B4696 Braydon Crossroads (south of B4040)
Callow Hill, Brinkworth
C415 Broad Town Hill
Wood Lane, Brinkworth
C70 Broadleaze to Crosslands Farm, Hayes
It needs to be pointed out that the A3102 is the diversion route when the M4 is closed between junctions 16 and 17.

5.4 Area Board report from Cllr J Webb:

- a) Hook, Greatfield and Greenhill Village Hall got their grant and part of their match funding came from the Hook Solar Fund.
- b) WC have conceded that having us down as an uninviced debtor on the CATG financial statement was a mistake.
- c) The Great British Spring Clean is going ahead again this year, on the weekend of 3rd-5th March. Alexia can provide gloves, bags etc.
- d) WCs Big Pledge is happening again this year between 5th June and 30th July. This year's theme is London Calling,
- e) There will also be WW1 commemorations.
- f) The Healthy Schools initiative is still ongoing with funded training available, from what was reported, Lyneham School is not signed up.
- g) From the middle of February our Community Engagement Manager will no longer be Alexia Smith, it will be Alexia Davis as she is getting married.

5.5 Update regarding the Community Benefit Fund from Cllr Jackson-Haines:

The new Community Benefit Fund will be launched in early April.

A Committee has been formed made up of:

Julian Brooks from The Community Energy Foundation, Lyneham and Bradenstoke, Hilmarton, Bremhill and Christian Malford, Parish Council representatives along with representatives from MOD Lyneham, our Wiltshire Councillor and a representative from Business Buddies the committee will administer the allocation of approximately £45,000 annually to community projects.

Application forms will be available from April for projects that fall into the following categories:

Alleviate fuel poverty - Develop community scale and micro renewable energy schemes - Reduce greenhouse gas - Protecting or enhancing the natural environment and biodiversity, Promoting environmental sustainability and other purposes in the interest of the Community.

It was recommended at the December Parish Council Meeting by Richard Selby-Boothroyd that before the Parish Council Chairman took up his role as one of the appointees to this committee, the Council should meet to discuss and agree the mandate that the Chairman is to have as the sole elected representative of the residents of this Parish and, in particular, of Bradenstoke. He also suggested that the Council may resolve (1) to challenge the composition of the committee before its inaugural meeting, since that composition was decided in secret, kept from the Parish Council and is now seen to be outrageously unrepresentative and unsuitably qualified, (2) to call for the meetings of the new committee to be held in public with agenda and papers published in advance and (3) to issue a press release explaining the Parish Council's response to the information now received.

Following the December Parish Council meeting it was decided not to hold a meeting in January but to take up some of the issues raised with Julian Brooks from The Community Energy Foundation prior to the inaugural meeting. Answers to the above challenges are as follows:

- 1) The composition of the committee was agreed some months ago and was put forward by the MoD Defence Infrastructure Organisation, the owners of the land. It did not need to be discussed with the Parish Council.
- 2) There is no requirement of the newly formed committee to hold its meetings in public, as it is not dealing with the allocation of public funds.
- 3) Once the above two points had been established there was no need for a press release.

At the Inaugural Meeting Wiltshire Councillor Allison Bucknell was appointed Chairman, The Chairman of Lyneham and Bradenstoke Parish Council was appointed Treasurer, Julian Brooks from the Community Energy Foundation was appointed Secretary The Chairman of Hilmarton Parish Council was appointed as another signatory to the account.

5.6 Cllr Thrussell and Digman attended the Neighbourhood Tasking Group held at the Police Station in Royal Wootton Bassett. It was reported that there has been a significant decrease in Anti Social Behaviour in Lyneham. The MoD had spoken to the Mallard pub requesting that trainees from the MoD school are monitored and not allowed to drink excessively. Incidents were to be reported to the contact at the main gates, should they occur and then individuals would be dealt with.

5.7 Cllr Thrussell reported that the banners for the ROSE Litter campaign would soon be in position. They will be sited in place of the Britain in Bloom banners. Councillors are hoping to work with the School and local groups to focus and make a difference by decreasing the amount of litter dropped in the community.

Item 6 - Neighbourhood Plan:

- a) The amended Terms of Reference for the Lyneham and Bradenstoke Neighbourhood Plan Steering Group had previously been circulated to members. It was resolved to adopt the amended version.
- b) The following Parish Councillors were appointed to serve on the Neighbourhood Plan Steering Group as representatives of the Parish Council. Cllrs Jackson-Haines, J Webb and Thrussell.
- c) The Chairman reported that a leaflet/invitation has been produced and is currently being delivered to every household in the Parish inviting residents to attend one of two drop in sessions. The drop in sessions will be aimed at:

- Giving information on Neighbourhood Planning
 - An opportunity to gather views on what important issues should be considered in the plan.
 - Finding out who would like to help get involved in putting together the neighbourhood plan.
 - What skills people may have to offer in helping develop certain areas of the plan.
- The drop in dates are: Saturday 11th March 11.00am – 3.00pm Bradenstoke Village Hall,
Monday 13th March 3.00pm – 7.00pm Lyneham Church Hall.

Item 7 – Finance

7.1 Account Balances inclusive of all cheques written and deposits made - Current Account £31664.64

Deposit Account – £58189.16

7.2

Cheque No	Payee	Amount
694	Thames Water - Toilets	14.31
695	E.on – Electricity Toilets	83.08
696	Get Mapping - Subscription	201.60
697	Bradenstoke Village Hall – Hall Hire	10.50
698	J Henly – Clerks Salary & Expenses January	579.15
699	Enterprise Intergrity – Salt Bin	118.80
700	St John Ambulance – First Aid Course	360.00
	Money Received	Amount
	VAT Refund up to the end of Dec 16	2604.64

7.3 Item 7c was deferred until the March Parish Council meeting.

7.4 A grant application from Bradenstoke Village Hall requesting £1000.00 for continued restoration and updating of the hall was discussed and approved. Payment will be made on receipt of invoices once the work is complete.

Item 8 – Planning

8.1 An update on planning applications had previously been distributed to members and was approved.

8.2 No planning applications had been received for consideration.

item 9 - Exchange of Information

9.1 Cllr Digman gave her apologies in advance as she will not be able to attend the March meeting.

9.2 Cllr Lambourne put forward a suggested alternative for the Welcome to Lyneham signs and reported he had been approached by a number of residents who did not approve of the proposed artwork put forward on the February agenda. It was agreed all suggestions that had been put forward would be considered.

Item 10 – Date of the Next Meeting

The next meeting of Lyneham and Bradenstoke Parish Council is to be held on Tuesday 14th March 2017 in Lyneham Church Hall at 7.00pm.

The meeting closed at 7.21pm

Signed
Chairman

Date