



## Clerk to Council: Elizabeth Martin

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8<sup>th</sup> June 2023

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 13<sup>th</sup> June 2023 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 be held at Bradenstoke Village Hall and REMOTELY (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://tinyurl.com/26bc4xpt>

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](mailto: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](http://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. Royal Wootton Bassett and Cricklade Community Care Group – Mrs K Ashlin
- e. 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 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
- 2 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.
- 3 MINUTES OF THE PREVIOUS MEETING**  
To Confirm as a true record the minutes of the Parish Council meeting held on 14<sup>th</sup> May 2023
- 4 MINUTES OF THE ANNUAL PARISH MEETING**  
To Confirm as a true record the minutes of the Annual Parish meeting held on 14<sup>th</sup> May 2023
- 5 TO CONSIDER AND AGREE TO CO-OPT MR (MERVYN) JOHN WILLIAMS AS A PARISH COUNCILLOR FOR LYNEHAM AND BRADENSTOKE**
  - a. To Receive An Oral Presentation From Mr Williams**
  - b. To Consider and Agree To The Co-Option of Mr Williams**
- 6 TO REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS**
- 7 CHAIR'S ANNOUNCEMENTS**

8 PLANNING

a. To consider the following planning requests: -

[PL/2023/03849](#)

**Proposal**

Replacement metal

**Site Address**

The Old Rectory, Lyneham, Chippenham, SN15 4PQ

**Application Type**

Listed building consent

[PL/2023/04321](#)

**Proposal**

T1 - Beech tree - fell

T2 - Beech tree - crown reduction by 20%

**Site Address**

Fern Farm, Bradenstoke, Chippenham, SN15 4EX

**Application Type**

Consent under Tree Preservation Orders

**Town and Country Planning Act 1990 S.257**

**Footpath Lyneham 4 2023-008**

**Proposal**

Diversion Of Footpath Lyneham 4

**Site Address**

Land At Pound Farm South View

**Application Type**

Footpath Diversion

9 GREEN FARM UPDATE

a. To Discuss Options For An NHS Surgery In Lyneham

b. To Discuss Options For An Administration Office For the Parish Council/Clerk To Be Built By The Developers

10 CLACK HILL – B4069 UPDATE

a. To Discuss Signage On Clack Hill

11 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT

- 12 TO CONSIDER AND AGREE THE PURCHASE OF A SECOND SID (SPEED INDICATOR DEVICE) AT £2250.00 EX VAT TO BE PLACED TEMPORARILY (4 WEEKS) IN BRADENSTOKE WITH PERMINANT PLACEMENT ON THE A3102 NEAR POUND FARM.**
- 13 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**
  - a. Allotment Working Group**
    - (i) To Consider And Agree The Request Of An Allotment Holder To Keep Chickens On The Allotment Site.**

Advice: The Council cannot lawfully withhold consent unless clear lawful reasons can be demonstrated
    - (ii) To Consider And Agree The Letter To The Allotment Holders Regarding The Terms Of Contract Item 5, Schedule and Regulations Item 4, and Item 5.**
  - b. Open Spaces & Play Areas Working Group**
    - (i) To Consider, In Principle, The Installation Of Table Tennis At Bradenstoke Play Park**
    - (ii) To Review The Grass Cutting Contract Agreed from 2022 – 2025**
    - (iii) To Consider And Agree The Use Of The Playing Field For Parking On Saturday 26 August For The Bradenstoke Village Fair**
    - (iv) To Consider And Agree The Costs Of The Fencing For The Wildflower Garden Fencing Of £915.40**
  - c. Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**
  - d. Royal Wootton Bassett & Cricklade Area Board**
  - e. War Memorial Working Group Update**
  - f. Public Relations and Communications Working Group**
  - g. Parish Steward**
  - h. Local Highways and Footpath Improvement Group (LHFIG, formally, CATG)**
    - (i) To Consider And Agree To The Contribution Of an additional £500 Match Funding For The Dropped Kerbs In Bradenstoke**

**14 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 Approve The Annual Renewal Of Insurance With Aviva at £821.62 ex VAT/Administration Fee**
- f. To Receive And Approve The Annual Renewal Membership To WALC/SLCC (Wiltshire Association Of Local Councils and Society Of Local Council Clerks) at £1105.76**

**15 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**

**16 TO CONSIDER ITEMS OF MAINTENANCE**

**17 TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC**

**18 NEXT MEETING**

To Note the next meeting of the Full Council, will be Tuesday 11<sup>th</sup> July 2023, 7pm, at Bradenstoke Village Hall

- a. To Consider And Agree To An Additional Meeting To Be Held On June 27<sup>th</sup> To Review And Approve The Annual Accounts (AGAR)**

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.