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PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Lyneham & Bradenstoke Parish Council held at Bushton Village Hall on Tuesday 27th July 2021 commencing at 7:00pm.

MEMBERS PRESENT: Councillors Frank Ball [FB], Antony Jones [AJ], Shendie Green [SG], David Leuty [DL], Clare Church [CC], Ron Glover [RG2]

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

CHAIR: Antony Jones

APOLOGIES: None.

ABSENT: Rod Gill [RG1].

Meeting Opened 7:09pm

CM21/115 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

No Apologies received.

RG1 Absent.

CM21/116 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**

None Received.

CM21/117 **MINUTES OF THE PREVIOUS MEETINGS FOR 29TH JUNE 2021**

Proposed AJ. Seconded RG2. Passed.

With the following corrections.

Spelling error to correct Mr Goulding's name

Correction to CM21/072, 2nd Plan outcome, "note" should "not"

CC to be added to Young People and Families Working Group. CM21/110

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 29th June 2021 are a true reflection of the decisions made.

CM21/118 **CHAIR'S ANNOUNCEMENTS**

No announcements

CM21/119 **PLANNING COMMITTEE**

CM21/120 **To Receive the Monthly Planning Report**

Update Received.

CM21/121 **To Consider the following planning requests**

[PL/2021/06033](#)

Site Address

28 Comet Close
Lyneham
Chippenham
SN15 4A

Proposal

Proposed two storey side extension comprising of a garage with two bedrooms and a bathroom over. Proposed single storey rear dining room and kitchen extension.

Outcome

No Objections

[PL/2021/06375](#)

Site Address

Bradenstoke Solar Park Limited
Calne Road
Chippenham
SN15 4PZ

Proposal

Variation of condition 3 for application 14/06989/FUL - Installation of Ground Mounted Photovoltaic Solar Array, Substations; Invertor Stations; Landscaping; Fencing; & Ancillary Infrastructure.

Outcome

No Objections

CM21/122 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**

CM21/123 **Flower Beds Working Group**

SG reported that the beds have survived well despite the recent hot weather, and the use of perennials and hardy shrubs has been of benefit. The local volunteers have cared for the beds, and we now have a clearer picture of what will be needed next year and also for the winter.

The ownership of the bed under the Lyneham sign on the Calne Road needs clarifying – it is believed to fall under the MOD, but as no planting has occurred the Council will clarify this or ask the MOD if they would consider adopting it – .

The winter autumn planting of winter flowering bulbs should start in September – we need to ascertain whether previously this was undertaken and if so, what plants we can expect to see. It was also suggested to plant winter flowering pansies. Consultation with the people and organisations who have adopted some of the planters already will take place. There are funds remaining in the budget to cover any additional costs.

Stevie Palmer and Sid Skull have stored a number of daffodil bulbs removed from the planters on Brook Lane, and these will be relocated to other areas to infill ready for next year.

- CM21/124 **Allotment Working Group**
RG2 reported that Plot 39 has now been cleared. Four individuals have been volunteered to join an allotment committee.
The Council is looking a potential rat issue following ground works at the allotments.
- CM21/125 **Open Spaces Working Group**
FB reported that there are still issues with the entrance to Bradenstoke Play Park. The area needs re-tarmacking and potentially the placement of a bollard to restrict parking.
The manhole is also being replaced at the playpark to improve drainage.
Swings are also being restored to pre-COVID status.
- CM21/126 **Neighbourhood Development Plan Update**
Plan is now in its final form ready to submit to Wiltshire Council. The referendum will be held on 30th September 2021. The Parish Council will need to send out leaflets to the villages.
The plan, if and when approved, will need to be updated annually.
- CM21/127 **Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**
No Update
- CM21/128 **Community Area Transport Group (CATG) update**
No Update
- CM21/129 **SID Working Group Update**
Group is currently reviewing what other Councils have done / are doing.
- CM21/130 **War Memorial Working Group Update**
Stevie Palmer sent a report, AJ read out that the WG have now had contact from Philip Scorer, conservation stonemason, who hopes to have quote/specification to us by tomorrow's meeting [not received]
Philip has suggested we go ahead with getting the tarmac removed from the base of the cross, to a width of approx. 12inches wide. I have copy of recommendations from Philip. This will improve drainage around the base of the cross. Lawrence Burchell has agreed to do this work.

I suggest a meeting is held soon by the War Memorial working group to discuss. Once we have received the specification, the application for permission requires completing and forwarding to Tim Allen, Historic England. This will require either a Parish Councillor or Elizabeth, clerk to the Parish Council, present when the application is completed as Parish Council are funding the project.

FB will liaise with Mr Scorer.

- CM21/131 **Emergency Plan Working Group Update**
No update
- CM21/132 **TO RECEIVE FOR INFORMATION THE CLERKS REPORT.**
All items covered elsewhere in the Agenda.
- CM21/133 **FINANCE MATTERS**
- CM21/134 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With Resolution CM21/044**
No Actions Taken.
- CM21/135 **To Receive For Information, Disbursements Made Since The Last Meeting**
Disbursements received.
- CM21/136 **To Consider And Approve The Schedule Of Forthcoming Payments**
The list of disbursements and approved payments will be attached to these minutes.
Proposed AJ. Seconded FB. Passed.
IT WAS RESOLVED THAT the Forthcoming Payments be Approved.
- CM21/137 **To Receive The Bank Reconciliation**
Reconciliations Received
- CM21/138 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
Correspondence dealt with elsewhere in the agenda.
- CM21/139 **TO CONSIDER ITEMS OF MAINTENANCE**
None. Rat issue discussed elsewhere.
- CM21/140 **KEY MESSAGES**
The next meeting is planned for Bradenstoke Village Hall (Lyneham is currently closed for repair work). The Council is looking at how to serve internet from the hall to continue the current hybrid model.
- CM21/141 **NEXT MEETING.**
The next Full Parish Council meeting will be held on Tuesday 14th September 2021 at 7pm, planned for Bradenstoke Village Hall.



Meeting Closed 8:01pm

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Summary of Public Participation Section

Parish Council Chairman, Cllr. Antony Jones opened the meeting at 7:00pm and invited participation from the public.

Report from Wiltshire Council

Wiltshire Councillor, Allison Bucknell.

1. Works on the pavement repairs in Lyneham are finally under way
2. The RWB&C Area Board has agreed 5 priority areas of work and we will be looking to engage with the towns and parish councils to help address local issues
3. Next meeting of the Area Board is September 29th, and it was confirmed that Ron Glover will be the LBPC rep on all Area Board groups (AB/ CATG/ Community Safety)

Other items to note:

No change with the Green Farm appeal – this sits with the Planning Inspectorate and written submissions have been made. Cllr Bucknell has been contacted recently by a local landowner refuting part of the case made by the appellant regarding land ownership.

White Hart development has had a reduction in the number of dwellings to 5, and is awaiting a noise survey

Report from the MOD

Major Iain McDavid was unable to attend. His written report was read out.

- **Perimeter Fence Issues:**
 - A meeting was held last week with our Captain who is assisting with the possible clearance of trees and undergrowth around the fence line, predominantly focussing within the area to the side of St Michael's Church and the path which runs along the fence towards the green. It was acknowledged that action is required on the MOD's behalf and that upon return from summer holidays and once nesting season is over, we will see action.
 - The ongoing issues in Churchpark, Bradenstoke continues to be investigated regarding establishing a timeline where the ditch can be cleared.
- **Rats.** Sticking with Bradenstoke, it is also acknowledged that there is an issue with rats in and around the area of Bradenstoke. MOD Lyneham requests more information or clarity in identifying the source i.e. are the rats coming from MOD land?
- **Tree clearance.** Residents will notice tree clearance has already started within certain areas of DIO Married Quarter land around Pintail. This work will continue therefore there may be a little disruption over the next few weeks.
- **Community Engagement.** The month of Aug sees MOD Lyneham assisting with local events, mainly at St Michael's Church Lyneham and the Fete Sat 7th Aug and the church service mid-August.

Royal Wootton Bassett Police Report

None Received.

Other Public Items discussed

Question to Parish Council on behalf of Steve Andrews:

Mr Andrews has now paid the CIL payment on the current development of the Extra Care facility at St Andrews Court, Lyneham and he asks if Lyneham and Bradenstoke Parish Council have received their 15% contribution? As the NDP is as far down the process will the contribution be 25%?

Is the money to be spent on the Parish play parks, and/or is Mr Andrews to be consulted on which projects will benefit from the CIL contribution?

Council Response



All monies associated with the CIL contributions for 81 The Green Lyneham (St Andrews Court development) have been received by the Parish Council. The Parish Council has received the planned 15% distribution (the NDP has not been ratified at this time) and this is banked in an earmark for future use. The decision on its use will be for the Parish Council to decide.

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

Signed

Date

Draft

LYNEHAM & BRADENSTOKE PARISH COUNCIL MEETING – FULL COUNCIL MEETING
PAYMENT SCHEDULE

27th July 2021



Reference or Cheque No.	Date	Payee	Invoice No	Purpose	Amount*	VAT
Receipts						
Payments Made Since Last Meeting						
2010128	14-Jul-21	B/P to: Greatfield Garden Centre	73	Garden Supplies	35.94	Y
2010129	14-Jul-21	B/P to: Elizabeth Martin	June	Salary		N
2010130	09-Jul-21	Direct Debit (NEST)	June	Pension		N
2010131	14-Jul-21	B/P to: Auditing Solutions	A7139	Internal Audit 20/21	£ 360.00	Y
2010132	14-Jul-21	B/P to: Charlton Baker	428777	Payroll - May	£ 14.58	Y
2010133	14-Jul-21	B/P to: Lemon Gazelle	343	NP Website Hosting and Maintenance June	£ 50.00	N
2010134	14-Jul-21	B/P to: Crapper & Sons	30180	Waste Clearance at Allotments	£ 600.00	Y
2010135	14-Jul-21	B/P to: Liam Broughton	June	Microsoft 4 invoices - Teams/Comms	£ 72.48	Y
2010136	14-Jul-21	B/P to: Kevin Isles	3290	Grounds	£ 1,000.00	N
2010138	14-Jul-21	B/P to: Eon	June	Electric - June	£ 25.71	R
2010139	14-Jul-21	HMRC	Q2	PAYE		N
2010140	14-Jul-21	Mr Kevin Smith		Replace Damaged Fridge	£ 359.00	N
2010141	14-Jul-21	Bushton Village Hall	June	Hall Hire	£ 27.00	N
2010142	14-Jul-21	BHIB Insurance	21/22	Insurance	£ 912.53	N
2010143	14-Jul-21	B/P to: Charlton Baker	44833	Payroll - June	£ 14.58	Y
Forthcoming Approved Payments (not included on Reconciliation)						
2010137		B/P to: RKM Construction	April & May	Toilet Cleaning	£ 912.50	N
2010144	29-Jul-21	B/P to: Elizabeth Martin	July	Salary		N
2010145	09-Aug-21	Direct Debit (NEST)	July	Pension		N
2010146	tbc	B/P to: Lemon Gazelle	tbc	NP Website Hosting and Maintenance June	£ 50.00	N
2010147		B/P to: Charlton Baker		Payroll - July	£ 14.58	Y
2010148	14-Jul-21	B/P to: Steele Davis	264914	Bench (100% contibution from family)	£ 470.40	Y
2010149	tbc	B/P to: Liam Broughton	June	Microsoft 4 invoices - Teams/Comms	£ 72.48	Y
2010150	tbc	B/P to: Kevin Isles	tbc	Grounds	£ 1,000.00	N
2010151	tbc	B/P to: Eon	June	Electric - June	£ 25.71	R
Internal Banking Transfers						

* Amounts include VAT