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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 28th June 2022 commencing at 7:00pm.

MEMBERS PRESENT: Frank Ball [FB], Rod Gill [RG1], Clare Church [CC], David Leuty [DL]

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

CHAIR: Frank Ball

APOLOGIES: Anthony Jones [AJ], Ron Glover [RG2]

ABSENT: None

Meeting Commenced: 19:21

CM22/074 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
 Apologies from AJ and RG2.

CM22/075 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
 None recorded

CM22/076 **MINUTES OF THE PREVIOUS MEETING, 10TH MAY 2022**
 Proposed FB. Seconded CC. Passed.

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 10th May 2022 are a true reflection of the decisions made.

CM22/077 **TO REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS**
 Outstanding actions reviewed

Who	Action	Update
EM	Tree Surveys	Two tree survey emails have been sent out – awaiting reply on one – One quote for the survey is in.
EM	Metro Count - Lyneham	Emailed, awaiting a reply from Wiltshire Council.



EM	Playground training	Company approached, waiting for a phone call back. EM to chase w/c 4 th July.
EM	Tarmac at the Bradenstoke Playpark	EM to contact Valleta
EM	Two dead trees to be notified to Wiltshire	Outstanding
RG1	Remove the old books from the phone box bookstore	Outstanding
RG1	Remove the graffiti from the bus stop in Bradenstoke	Outstanding
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.	Outstanding

CM22/078 **CHAIR'S ANNOUNCEMENTS**
None

CM22/079 **PLANNING**

CM22/080 **To Receive the Planning Report from 27th June 2022**
Report Received.



- CM22/081 **To receive an update on WALPA**
 WALPA have put together a collective response to Wiltshire’s Strategic Planning Team. (All information from the meeting is on the Parish Council Website). The next steps for the group are to request to meet directly with Nick Botterill at Wiltshire Council regarding intentions to keep engagement with Neighbourhood Planning groups and following up an opportunity to talk with Dany Krueger and Wiltshire Council collectively.
- CM22/082 **TO RECEIVE, FOR INFORMATION, THE CLERK’S REPORT**
 No Update
- CM22/083 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**
- CM22/084 **Flower Beds Working Group**
 No report - but continued thanks for the volunteer members of the community that have been supporting the upkeep and planting of the flowerbeds.
- CM22/085 **Allotment Working Group**
 A modified contract was discussed. There are several items that require attention on the draft and the WG was asked to revisit for next meeting.
- CM22/086 **Open Spaces & Play Areas Working Group**
 Playgrounds are looking good following several small maintenance items in the last two months.
- CM22/087 **Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**
 No report.
- CM22/088 **Royal Wootton Bassett & Cricklade Area Board, Cllr Jones/Ball**
 No report.
- CM22/089 **War Memorial Working Group Update**
 No update – but an email is needed to the masonry contact for additional work on the memorial. FB to pass on the email details to EM
- CM22/090 **Community Action Transport Group (CATG)**
 No update.
 The drop kerbs are currently being progressed.
- CM22/091 **Public Relations and Communications Working Group**
 No update



- CM22/092 **Parish Steward**
 No update – But work is continuing and is the Council is grateful for the engagement.
- CM22/093 **To Agree To Nominate A Representative For The Operation Flood Working Group (OFWG)**
 Cllr. Ball will attend the OFWG
- CM22/094 **FINANCE MATTERS**
- CM22/095 **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.
- CM22/096 **To Receive For Information, Disbursements Made Since The Last Meeting**
 Received. Disbursements will be attached to these minutes
- CM22/097 **To Consider And Approve The Schedule Of Forthcoming Payments**
 Proposed FB. Seconded CC. Passed.
IT WAS RESOLVED THAT the Schedule Of Forthcoming Payments Be Approved.
- CM22/098 **To Receive The Bank Reconciliations As Presented**
 Quarter 1 (End Of June) will be presented at July 12th Meeting.
- CM22/099 **TO RECEIVE THE INTERNAL AUDITORS REPORT**
 The internal auditors report is pending. This will be presented to the July meeting. Auditor has reviewed the financials; the governance areas await finalisation.
- CM22/100 **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR YEAR ENDED 31ST MARCH 2022: GOVERNANCE STATEMENT**
- CM22/101 **To Consider and Approve the AGAR Governance Statement Assertions**
 Governance Statement received and accepted as part of CM22/102
- CM22/102 **To Consider and Approve the Annual Governance Statement for 2021/22**
 Proposed FB. Seconded CC. Passed.
IT WAS RESOLVED THAT the Annual Governance Statement for 21/22 be accepted



- CM22/103 **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR YEAR ENDED 31ST MARCH 2022: ACCOUNTING STATEMENT**
- CM22/104 **To Receive the Accounting Report for 2021/22**
Received
- CM22/105 **To Consider and Approve the Annual Accounting Statements for 2021/22**
Proposed FB. Seconded CC. Passed.
IT WAS RESOLVED THAT the Annual Accounting Statement for 21/22 be accepted.
- CM22/106 **TO NOTE THE DATES FOR THE PUBLIC TO EXERCISE THEIR RIGHTS**
Dates for the public to exercise their rights will be from Friday 1st July 2022 to Thursday 11th August 2022.
- CM22/107 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
No additional to those already discussed.
- CM22/108 **TO CONSIDER ITEMS OF MAINTENANCE**
EM is pursuing Tree Surveys to include re-numbering, location details and a five-year maintenance schedule to allow for proper work plans can be agreed.
- CM22/109 **KEY MESSAGES & PERFORMANCE REVIEW**
- CM22/110 **To Review a Summary Of The Meeting's Key Points & Messages To The Public**
None.
- CM22/111 **To Review The Parish Council's OKR Dashboard**
The Dashboard will be updated for the next meeting.
- CM22/112 **NEXT MEETING.**
The next Full Parish Council meeting will be held on Tuesday 12th July 2022 at 7pm, at Bradenstoke Village Hall, preceded by the Annual Village Meeting at 6:30pm.

Meeting Closed: 8:15



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, see attached.

MOD Lyneham Report from Major Iain McDavid

- Iain introduced his replacement, Major Vernon Gadsby and also Captain Max Beeley.
- Future events were mentioned and the fact that MOD held a beating retreat last week where MOD Lyneham invited key personnel from the local community in for a social event. There are more events scheduled over the next few weeks and months during the summer and we are looking forward to a prestigious event in November when they will invite locals in for the bonfire night and firework display.
- There is an aspiration to hold a joint Community Engagement meeting in the Autumn time where both the military community and the local parishioners will have the opportunity to discuss engagement matters. More details to follow.
- Finally, Iain thanked all L&P parish councillors for their support over the last two years and wished everyone all the very best.

PCSO

PCSO not in attendance.

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

No Report

Other Public Items discussed

None.

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

Signed _____

Date _____



Reference or Cheque No.	Date	Payee	Invoice No	Purpose	Amount*	VAT
Receipts						
VAT2122		HMRC		VAT Refund 20/21	£ 2,230.91	N/A
Allot28-29-31		Allotment Plot Tenant		Plot 28,29,31	£ 54.00	N/A
Unbanked Receipts						
Allot 3		Allotment Plot Tenant		Plot 3	£ 18.00	N/A
Allot40		Allotment Plot Tenant		Plot 40	£ 18.00	N/A
Expected Receipts						
Allot39		Allotment Plot Tenant		Plot 39	£ 18.00	N/A
Allot35		Allotment Plot Tenant		Plot 35	£ 18.00	N/A
Allot37-38		Allotment Plot Tenant		Plot 37, 38	£ 36.00	N/A
Payments Made Since Last Meeting						
2010254		B/P to: Rialtas	SM24900	Annual Software License	£ 148.80	Y
2010255		B/P to: NALC		GIVING LOCAL COUNCILS MORE OF A SAY	£ 38.93	Y
2010239		Grant to PCC Lyneham		Grass Cutting Grant	£ 2,000.00	N
2010261		B/P to: Charlton Baker	53449	Payroll - May	£ 16.00	Y
2010248		B/P to: RKM Construction	May	Toilet Cleaning	£ 456.00	N
2010256		B/P to: Elizabeth Martin	May	Pension		N
2010257		B/P to: Elizabeth Martin		Microsoft May Expenses	£ 58.43	Y
2010258		B/P to: Elizabeth Martin	May	Salary		N
2010259		B/P to: Eon	April	Electric - April	£ 35.49	P
2010260		B/P to: Great Field Nurseries		Flower Bed Expenses	£ 64.48	Y
2010262		B/P to: S J Aplin Playgrounds	4079	Playground Repairs	£ 493.20	Y
2010263		B/P to: Kevin Isles	3452	Grass Cutting	£ 1,000.00	N
2010264		B/P to: Rialtas	29791	YE Closure	£ 325.20	Y
2010265		B/P to: Alzheimers Support	Grant	Grant	£ 250.00	N/A
2010266		B/P to: Kevin Isles	3480	Grass Cutting	£ 1,000.00	N
2010267		B/P to: Kevin Isles	3481	Grass Cutting	£ 800.00	N
2010268		B/P to: Rialtas	29836	YE Closure	£ 480.00	Y
2010269		B/P to: Charlton Baker	54218	Payroll - June	£ 16.00	Y
2010270		B/P to: Bradenstoke Village Hall	20111	Hall Hire	£ 16.00	N
2010271		B/P to: Eon	May	Electric - May	£ 22.08	P
Forthcoming Approved Payments (not included on Reconciliation)						
2010272		B/P to: Charlton Baker		Payroll - July	£ 16.00	Y
2010273		B/P to: RKM Construction	June	Toilet Cleaning	£ 456.00	N
2010274		B/P to: Elizabeth Martin	June	Pension		N
2010275		B/P to: Elizabeth Martin		Microsoft June Expenses	£ 58.43	Y
2010276		B/P to: Elizabeth Martin	June	Salary		N
2010277		B/P to: Eon	June	Electric - June	Approx £30	P
		B/P to: NALC		Additional Training tbc	Approx £120	Y
Internal Banking Transfers - To Savings						

* Amounts include VAT

**Councillor
Allison Bucknell
Lyneham**



Update for Lyneham and Bradenstoke Parish Council June 2022

Wiltshire Council

Area Boards

Good to see Cllr Glover at the Area Board meeting on June 15th at Lyneham Primary School. Our next meeting will be September 28th in Cricklade.

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>

Community Safety Forum

Thank you to Cllr Glover and former Cllr Green for attending these meetings and sharing the information.

The next one will be Friday July 8th

Area Board Grant System

A revised system for Area Board grants has now been implemented. Parish Councils can no longer apply for Capital Grant to fund projects for which they can precept.

Details can be found here:- <https://apps.wiltshire.gov.uk/areaboardgrants>

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).



Local

Lyneham Banks

I am in regular discussion with the relevant officers.
Please see separate update.

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

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

All comments to the Planning Inspectorate not Wiltshire Council.

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.