



Clerk to Council: Elizabeth Martin

Website: <https://www.lynehamandbradenstoke-pc.gov.uk/>
Email: Parish.clerk@lynehamandbradenstoke-pc.gov.uk
Telephone: 01249 561020
Facebook: <https://www.facebook.com/Lynehamandbradenstokeparishcouncil/>

Ivy House
72 The Green
Poulshot
SN10 1RT

6th July 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 11th July 2023 at 7:00pm at **Bradenstoke 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/3XFk0dK>

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. 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 13th June 2023, and for 27th June 2023.
- 4 CHAIR'S ANNOUNCEMENTS
- 5 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT
- 6 TO REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS
- 7 PLANNING
 - a. To consider the following planning requests: -

[PL/2023/04724](#)

Proposal

Proposed garage, carports, garden storage and work-from-home office/studio.

Site Address

The Old Rectory, Lyneham, Chippenham, SN15 4PQ

Application Type

Householder Planning Permission

[PL/2023/05504](#)

Proposal

Retrospective application to regularise retention of a single dwelling (class c3) and associated works.

Site Address

71 Bradenstoke, Chippenham, Wiltshire, SN15 4EL

Application Type

Listed Building Consent (Alt/Ext)

[PL/2023/05487](#)

Proposal

Retrospective application to regularise retention of a single dwelling (class c3) and associated works.

Site Address

71 Bradenstoke, Chippenham, Wiltshire, SN15 4EL

Application Type

Full Planning Permission

b. Webb Court Development Update

8 TO RECEIVE AN UPDATE ON CLACK HILL – B4069

9 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS

a. Allotment Working Group

b. Open Spaces & Play Areas Working Group

(i) To Consider, In Principle And Seek Costs For, The Installation Of Outdoor Exercise Equipment For The Play Park (s)

(ii) To Consider, In Principle And Seek Costs To Implement A Series Of Christmas Lights In Lyneham And Bradenstoke

(iii) To Consider And Agree The Participation With Wiltshire Council In The PEAS (Parish Emergency Assistance Scheme) And Any Required Equipment

(iv) To Consider, In Principle And Seek Costs And Information For A Summer Beautification (E.g. Hanging Baskets) Scheme In Lyneham For 2024

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

d. Royal Wootton Bassett & Cricklade Area Board (Next Meeting 27th September 2023, Cricklade Town Hall 18:00)

e. War Memorial Working Group Update

(i) To Consider, In Principle And Seek Costs To Create A Fitting Memorial To Those Repatriated Through The Lyneham Base.

f. Public Relations and Communications Working Group

g. Parish Steward

h. Defibrillator Working Group

(i) To Consider And Agree To The Renewal Of The Defib Maintenance Contract With Community Heartbeat At A Cost Of £135 Per Annum, For 1 Year.

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

10 TO CONSIDER AND AGREE A LIST OF ASSETS OF COMMUNITY VALUE.

11 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 Consider And Agree To Nominate Two Councillors To Sign The Quarterly Bank Reconciliations (One Of Two To Sign)

e. To Receive The Bank Reconciliations As Presented

f. To Agree And Approve Direct Debit Mandates For Reoccurring Payments (List To Be Tabled)

g. To Consider And Agree To Retain The Services Of Auditing Solutions As The Council's Internal Auditors For The Forthcoming Year, £450

12 GOVERNANCE

a. To Consider And Agree The Code Of Conduct

b. To Consider And Agree The Council Reserves Policy

13 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED

14 TO CONSIDER ITEMS OF MAINTENANCE

a. To Receive An Update On Bus Shelter Maintenance And Outlined Costs/Steps For An Asset Transfer

b. To Receive A Summary Of Maintenance Work On Trees And Shrubs Being Carried Out

- 15 TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC**
- 16 NEXT MEETING**
To Note the next meeting of the Full Council, will be Tuesday 12th September 2023, 7pm, at Lyneham Village Hall
- 17 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)**
- 18 TO DISCUSS AND AGREE NEXT STEPS REGARDING THE SECTION 38 APPLICATION, GREEN FARM**
- 19 TO CONSIDER AND AGREE TO A FURTHER £4000 FOR BURGESS SALMON TO REPRESENT THE COUNCIL WITH THE COMMON LAND ISSUES RELATED TO GREEN FARM**

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.