

Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 10th April 2018 at St Michaels Church Hall, Lyneham at 7.00pm.

Present

Cllrs: G Jackson-Haines (Chairman), Cllr's Lynn Thrussell, Fred Gomme, Rod Gill, Darren Hewitt, Tim Webb and Justin Wright

Clerk to the meeting: Elizabeth Martch-Harry

Welcome

The Chairman welcomed all present to the meeting.

Item 1 – Chairman's report

1.1 None

Item 2 - Apologies for absence

2.2 None

Item 3 – Declaration of Interest in items on the Agenda.

None declared.

Item 4 – Approval of Minutes from the previous meeting

Minutes of the Parish Council meeting held on Tuesday 13th March 2018 were approved and were accepted by those present and signed.

Approved by all Councillors. Minutes signed by Chairman

Item 5 - To receive items on the Clerk's Report

Clerks Report

1. Attended and wrote March parish council meeting minutes.
2. Organised April parish council meeting agenda.
3. Used monthly payroll.
4. Received weekly bulletins for planning applications which were sent on to councillors.
5. Responded to emails from the public.
6. Organised cheques and invoices and posted payments.
7. Banked cheques.
8. Returned Banking forms to update signatories on account.
9. Contacted Wiltshire Council about councillor resignation.
10. Organised Notice of councillor vacancy sign.
11. Attended and wrote Neighbourhood Plan Steering group minutes and sent out to members.
12. Worked with Lemon Gazelle & steering group to launch Neighbourhood plan survey to local community, through website, posters, etc.
13. Contacted allotment holders to postpone meeting.
14. Took training course on the new GDPR laws and how it effects the parish council.
15. Ordered (for free) GDPR leaflets and information sheets to help support and advise the parish councillors.
16. Sent documents to Cllr to keep website up to date.

Item 6 – Co-Opting New Councillor Mr Dave Kee for Parish Council.

6.1 Mr Dave Kee has been working for the last 3 years on Britain in Bloom on behalf of the parish council. He always supports and helps the community and the everyone was pleased when he applied to join the council.

Proposed: Cllr L Thrussell, Seconded: Cllr T Webb

6.2 Mr Dave Kee signed the Declaration of Acceptance of Office and returned it to parish clerk.

Item 7 – To receive an update from the Working Groups.

7.1 Update on the Allotments.

Cllr Lynn Thrussell will be stepping in to lead on the Allotment group. Cllr Rod Gill will be supporting her.

7.2 Update on CATG

Cllr Rod Gill is waiting for pavement prices to come through.
There is a car in the ditch at Dauntsey corner A3102.

7.3 Update on Maintenance Group

General maintenance underway and flower beds to be started soon. Cllr Dave Kee tells everyone that the area by the garage and green will be sown with poppy seeds and there will be a wave of poppies (as long as contractor doesn't cut the grass). The poppies are for the Wiltshire village that lost 20 men in WW1 and led to 16 families dying out.

Litter pick on 27th & 28th April. Poster have been put out to advertise the event, open to everyone. MOD are helping out on the Friday. 1/3 of a ton of litter was collected from the villages the last time.

7.4 Update on the Highways Group

Cllr Allison Bucknell discussed Preston Lane and the pipe needs to be fixed first. Road mending will take several years for Wiltshire Council to do. Wessex water have fixed pipe by the roundabout and temporarily fixed the pothole by the chip shop. Parish Steward has temporarily fixed pot hole also.

Item 8 – Finance

8.1 Account Balances inclusive of all cheques written and deposits made –

Current Account £49,258.32

Deposit Account £38,215.80

Cheque Number	Payee	Amount
766	Clerk – Printing ink & stamps	£35.62
767	Lyneham Methodist Church – NP steering group meetings	£18.00
768	Lyneham PCC Church grounds maintenance	£2000.00
769	Clerk's March wages	£488.28
770	Lyneham Military Wives Choir – Grant	£1500.00
	Money Received	
	Advertising in Parish magazine	£12.50

8.2. To agree payments in accordance with the budget as listed and previously circulated to members.

Proposed: Cllr Lynn Thrussell Seconded: Cllr Tim Webb

Item 9 - Planning

9.1 An update on planning applications by Cllr Justin Wright. No applications this month.

Item 10 - 100 years of the Royal Air Force Celebrations on 21st April Update

10.1 Everything coming together: Event License, Gambling Insurance, Insurance, Food & Drink, Tents, Stewards, First Aid, Health & Safety, Fire assessment, Risk assessment, Fencing, Staging, Entertainment, Water, Power, Toilets, Lost children provision, Raffle. Possibility of a fly pass by the RAF.

10.2 Cllr Lynn Thrussell, has organised an exhibition of memorabilia. Raffle has over 60 prizes.

10.3 Cllr Dave Kee organising Sopwith aeroplane to show everyone.

Item 11 – Neighbourhood Plan Survey Launched 1st April 2018

11.1 Survey has been produced and is online. Posters and information is being shared with the whole community. Its is available for 6 weeks. The more people and opinions from the community to fill in the survey the better.

Item 12 – General Data Protection Regulations (GDPR)

12.1 Parish Clerk has undertaken training on this and has given all the councillors information on what it will mean for the parish council. Information from ICO website is available for everyone to read.

12.2 Data Protection Officer is needed for the parish council but it might not be legal to have the parish clerk take on this role. Local authorities discussing this at the moment and will update us.

12.3 All councillors will be changing their email addresses to Cllr....@gmail.com. This will keep parish council information separate from personal information.

Item 13. Exchange of information – to receive and discuss items from Councillors for consideration on the next agenda.

13.1 Cllr G Jackson-Haines explained the memorial is ready for collection. MOD have offered to help bring it down to Wiltshire.

13.2 Cllr Allison Bucknell suggested permanent waiting restrictions by the Infant School to improve traffic flow could be discussed at the next months meeting.

Item 14 – Date of the Next Meeting

The next meeting is the Annual Lyneham and Bradenstoke Parish Council meeting to be held on Tuesday 8th May 2018 in St Michaels Church Hall, Lyneham at 7.30pm. The Annual Parish Meeting will be start at 7.00pm.

Signed
Chairman

Date