

**Clerk to Council: Elizabeth Martin**

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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 10<sup>th</sup> October 2023 commencing at 7:00pm.

**MEMBERS PRESENT:** Frank Ball [FB], Stuart Barnard [SB], Rod Gill [RG1]

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

**CHAIR:** Frank Ball [FB]

**APOLOGIES:** John Williams [JW], Shendie Green [SG], Ron Glover [RG2]

**ABSENT:** David Leuty [DL]

Meeting Commenced: 19:02

**CM23/230 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

David Leuty [DL] Absent

Proposed FB. Seconded RG1. Agreed.

**IT WAS RESOLVED THAT The Absence Of Cllr. Leuty Be Approved Due To The Personal Circumstances Involved.**

Apologies received from Stuart Bernard [SB], John Williams [JW], Shendie Green [SG].

**CM23/231 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**

None.

**CM23/232 MINUTES OF THE PREVIOUS MEETING, 19<sup>TH</sup> SEPTEMBER 2023**

Proposed FB. Seconded RG2. Agreed.

**IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 19<sup>th</sup> September 2023 Be Accepted As A True Reflection Of The Decisions Made.**

**CM23/233 CHAIRS ANNOUNCEMENTS**

None

- CM23/234 **TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**  
 Contact has been made with Christmas lights company to arrange a visit. An additional two companies have also been contacted for pricing.  
 SID for Bradenstoke: Neighbours have been consulted, as have Highways. Placement is agreed by Highways, but they don't have a contractor. They are happy for Parish Council to find suitable and carry out the work.  
 Plant Scene 2024: four companies have been asked for costings. Awaiting feedback for future meeting.  
 Audit is accepted and completed. Notice has been published.  
 Fencing around the flower meadow: Contractor has been instructed but waiting for the meadow to be cut back as planned.  
 Allotment contracts ready but will be held until after the allotment meeting on the 12<sup>th</sup> October 2023.  
 Scope of work for Handyman has been reviewed by Councillors. Will bring back to Council for final approval forthwith.  
 Wiltshire Local plan details have been published for Consultation from Wednesday 27<sup>th</sup> September 2023 – Wednesday 22 November 2023 17:00. Documents may be found here: [www.wiltshire.gov.uk/local-plan](http://www.wiltshire.gov.uk/local-plan) or by email using the form available at [www.wiltshire.gov.uk/local-plan](http://www.wiltshire.gov.uk/local-plan) and returning to [spatialplanningpolicy@wiltshire.gov.uk](mailto:spatialplanningpolicy@wiltshire.gov.uk) or by post in writing to Spatial Planning, Planning Directorate, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN
- CM23/235 **TO REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS**  
 Covered in CM23/234 above.
- CM23/236 **PLANNING**
- CM23/237 **To Consider The Following Planning Requests**
- [PL/2023/06051](#) **Proposal**  
 Erection of steel barn on permeable hardstanding
- Site Address**  
 Land East of Thickthorn Farm, Preston, Wilts, SN15 4DY
- Application Type**  
 Full Planning Permission
- Outcome**  
 No Comment

[PL/2023/05829](#)

**Proposal**

Single storey front utility room extension and erection of garage outbuilding with ancillary living accommodation above.

**Site Address**

The Hollies, Preston, Chippenham, SN15 4DU

**Application Type**

Householder Planning Permission

**Outcome**

No Comment

[PL/2023/06770](#)

**Proposal**

The MOD are proposing to erect a temporary office (Portakabin) to support 96 personnel that will be working at MoD Lyneham. The projected lifespan is two years whilst a permanent building is constructed.

**Site Address**

MOD Lyneham, Lyneham, Chippenham, Wiltshire, SN15 4XX

**Application Type**

Prior approval Part 19 Class TA: Development by the Crown on a closed defence site

**Outcome**

No Comment

[PL/2023/08188](#)

**Proposal**

T1 - Wild Cherry tree - fell  
T3 & T5 - Conifer trees - fell

**Site Address**

West View Bungalow, Bradenstoke, Chippenham, SN15 4EL

**Application Type**

Notification of proposed works to trees in a conservation area

**Outcome**

No Comment

[PL/2023/01195](#)

**Proposal**

Variation of condition 2 of PL/2021/03235 - to allow for garages with home office above for plots 1 and 2, and internal and external alterations to plots 3 and 4

**Site Address**

Land at the rear of 130 Hollow Way and Rosehill Close, Bradenstoke, SN15 4LB

**Application Type**

Removal/variation of conditions

**Outcome**

Comment: Council feels the proposals are not in keeping with the area. Appears more like terraced housing than detached homes.

CM23/238

**Pound Farm Phase II D2 Land Update**

EM has written to the developers. Reply received.

The principals agree but the Parish needs to satisfy itself via Wiltshire Council.

Site is expected to not be available until mid-2024 due to Health & Safety.

**Action:** EM to talk to Wiltshire Council

CM23/239

**To Review And Approve Minor Updates To Photos In The Neighbourhood Plan**

Mixed messages are being received from Wiltshire Council along with a lack of interaction.

AB will help in getting a reply on what is needed and what the correct steps are.

Proposed FB. Seconded SB. Passed

**IT WAS RESOLVED THAT The Update To Photos In The Plan Be Accepted**

Council will await an update from Wiltshire Council.

CM23/240

**TO CONSIDER AND AGREE TO A GRANT REQUEST OF £4000 FROM ST MICHAELS CHURCH HALL, LYNEHAM, FOR REPLACEMENT OF DOORS AND WINDOWS WITH ADDITIONAL INFORMATION**

Proposed FB. Seconded SB. Agreed.

**IT WAS RESOLVED THAT The Grant Be Approved Using CIL Funds.**

- CM23/241 **TO RECEIVE AN UPDATE ON CLACK HILL**  
No new information received over and above the central communications sent by WC to residents.
- CM23/242 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**
- CM23/243 **Allotment Working Group**  
No report.  
Shed has not yet been removed.
- CM23/244 **To Note The Meeting Date For Allotment Holders To Meet With Parish Council Is The 12th October 2023, Bradenstoke Village Hall**  
7pm to 9pm on 12<sup>th</sup> October at Bradenstoke Village Hall.
- CM23/245 **Open Spaces & Play Areas Working Group**  
No report.
- CM23/246 **To Note A Meeting For A Review Of Land Areas And Costings For The D2 Land And Bradenstoke Play Area Outdoor Gym Equipment, On The 18th October 2023, Lyneham Village Hall, 11a.m**  
Noted.
- CM23/247 **To Receive An Update On Summer Beautification Scheme For 2024**  
Clerk waiting on costings from four companies.
- CM23/248 **Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**  
The meetings are the second Friday of each month. The next meeting is scheduled to be held on the 13<sup>th</sup> October 2023. EM to email AB and request additional Cllr's to be added to the invite for this meeting.
- CM23/249 **Royal Wootton Bassett & Cricklade Area Board Update**  
The next meeting is on the 17<sup>th</sup> January 2023, 18:00, Proposed Purton Village Hall, Station Road, Purton, SN5 4AJ, Cricklade Town Hall.  
<https://cms.wiltshire.gov.uk/mgCommitteeDetails.aspx?ID=174>
- CM23/250 **War Memorial Working Group Update**  
No update.
- CM23/251 **Public Relations and Communications Working Group**  
No update.
- CM23/252 **Parish Steward**  
Any issues may continue to be reported on the Mywiltsapp  
<https://www.wiltshire.gov.uk/mywilts-online-reporting>

- CM23/253 **Defibrillator Working Group**  
No update.
- CM23/254 **Local Highways and Footpath Improvement Group (LHFIG, formally, CATG)**  
No update.  
Next meeting October 11<sup>th</sup>, 2023
- CM23/255 **FINANCE MATTERS**
- CM23/256 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3**  
Bradenstoke Play Area Gate (£360), Poppy Wreaths (£130) for November 2023
- CM23/257 **To Receive For Information, Disbursements Made Since The Last Meeting**  
Disbursements Deferred to November
- CM23/258 **To Consider And Approve The Schedule Of Forthcoming Payments**  
No additional payments presented over and above those set on Direct Debit.  
Proposed FB. Seconded SB. Agreed  
**Motion Deferred.**
- CM23/259 **To Receive The Bank Reconciliations As Presented**  
Deferred.
- CM23/260 **To Consider And Agree To Review The Annual Membership Fee For Open Spaces Society At A Cost Of £45**  
Proposed FB. Seconded RG1. Agreed.  
**IT WAS RESOLVED THAT The Annual Membership For Open Spaces Be Approved.**
- CM23/261 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**  
Consultation Papers and Link for the Local Wiltshire Plan as stated in CM23/234 and CM23/263.
- CM23/262 **TO CONSIDER ITEMS OF MAINTENANCE**  
Additional Signage needed for the Play Park at Pound Close. EM to follow up.

CM23/263 **TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC**

The PC Agreed a Grant of £4000 to Lyneham Church Hall for new doors and windows. The dog bins in Bradenstoke have been moved as agreed in the September meeting and Wiltshire Council has gone out to Consultation from 27 September 2023 – 22 November 2023 regarding the update of Wiltshire Councils Local Planning Document. The proposed documents may be found at [www.wiltshire.gov.uk/local-plan](http://www.wiltshire.gov.uk/local-plan)

**NEXT MEETING.**

The next Full Parish Council meeting will be held on Tuesday 14<sup>th</sup> November 2023 at 7pm, at Lyneham Village Hall.

Meeting closed 20:10

Closed Meeting started 20:11

CM23/264 **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)**

Proposed FB. Seconded SB. Agreed.

**IT WAS RESOLVED THAT** In view of the confidentiality of the following items, that the press and public be excluded 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)

CM23/265 **TO RECEIVE AN UPDATE AND TO DISCUSS AND AGREE NEXT STEPS REGARDING THE SECTION 38 APPLICATION, GREEN FARM**

EM presented an update on the submission of the Section 38 by the developer.

Feedback has been received from Open Spaces who are positive on the proposal.

EM will follow-up with the developers on any news.

Meeting Closed: 20:13

## **Summary of Public Participation Section**

Parish Council Chairman, Cllr. Frank Ball opened the meeting and invited participation from the public.

### **Report from Wiltshire Council**

Report attached to these minutes.

FB updated AB that the Parish Council has had issues with Wiltshire Council regarding the Neighbourhood Plan and the lack of support and help. The Parish Council will continue to work with Wiltshire to attempt to resolve.

### **MOD Lyneham Report**

Lieutenant Colonel Patey gave an update:

- We are looking to cut back the trees around the Pelican Crossing on the A3102 and have a meeting planned 18 Oct 23 with the Highways Agency. I believe a quick win would be putting a proper Pelican Crossing lights on the path rather than on lamppost in the bushes (see attached photo).
- Have we got any data on the IDS on the A3102 – If the data shows speeding is happening then this should drive an increase in police surveillance. Moreover, it might be prudent to put the IDS on the other side of the road. Cars seem to speed up straight after the pelican crossing, especially if they have been frustrated by waiting at the choke point outside of camp.
- We have called the local Police for a meeting on the MQ estate (7 Oct 23) due to an increase in anti-social behaviour: fly tipping, drug paraphernalia found, vandalism, rowdy threatening behaviour etc.
- Ash Die Back – Avon Grove. Heartwood the DIO Contractors would like to make a start in the woodland on the 16 October 23. They need to get in there before the weather really turns nasty. Their managers will be down at Lyneham confirming the access routes and liaising with the neighbouring landowners to ensure that we have everybody on side in order to minimise any chance for the Army to again become embroiled in the works. This should be a lot easier to control as the methodology will be to lift the wood over the security fence and exit through the camp. The pathway will need to be close during the period of works.
- MOD Lyneham Bonfire Night (1 Nov 23) posters have gone out and delivered around the local houses.
- The MOD will be sending representatives to both Lyneham and Bradenstoke churches. An officer will be present to lay the wreath along with some soldiers.

- There will be a remembrance service and parade held outside the museum on the Sunday and the public are invited to attend.
- There has been reports of anti-social behaviour on the estates and the Police are working with the MOD. There will be an increase in guard patrols.
- There is an ongoing commitment for Lillybrook Estate to help move the homes. This will continue.

**PCSO**

No PCSO in attendance, no report this meeting.  
Report received and to be posted to the website.

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

No report.

**Other Public Items Discussed.**

Resident wrote in again regarding the handyman – see agenda item **Error!**  
**Reference source not found.**

Two further items regarding MOD items. To be forwarded by EM to the MOD representative.

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

Signed \_\_\_\_\_ Date \_\_\_\_\_



## **Update for Lyneham and Bradenstoke Parish Council October 2023**

### **Wiltshire Council**

#### **Area Boards Meeting**

The next Area Board meeting will be Wednesday 17<sup>th</sup> January 2023 in Purton

#### **Local Highway and Footway Improvement Group (LHFIG).**

Next meeting October 11th 1800 in person Cricklade Town Hall. New Highways engineer Martin Rose will be taking over from Steve Hind.

#### **Community Safety Forum**

Next virtual meeting will be Friday October 13<sup>th</sup> 2023 where the main speaker will be from the Police Cyber Crime Team.

#### **Local Plan Review - Help shape the future of Wiltshire**

Consultation on the Local Plan has starts on September 27th. People are invited to attend presentations in person or online.

#### **[Wiltshire Council Local Plan Consultation - Wiltshire Council](#)**

This is a really important part of the Local Plan process as the policies agreed will set-out a vision and framework for Wiltshire for the period to 2038, addressing housing needs and other economic, social, and environmental priorities

The local face to face consultation will be

Wednesday 11 October	3pm to 7pm	Royal Wootton Bassett library, 11 Borough Fields, Royal Wootton Bassett SN4 7AX	Royal Wootton Bassett, Cricklade, Lyneham and Purton
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### **Neighbourhood Planning**

#### ***Updated guide to help you create effective Neighbourhood Plans***

*The Neighbourhood Planning pages of Wiltshire Council's website have been updated to help communities prepare their own plans.*

**<https://www.wiltshire.gov.uk/planning-neighbourhood>**

*Neighbourhood Planning provides a powerful set of tools that enables local people to*



*plan for the types of development to meet their community's needs. It also helps local communities to align their neighbourhood plans with the strategic needs and priorities of the wider local area. Once a Neighbourhood Plan has been approved at a referendum, it comes into force as part of the statutory development plan, with the same legal status as a Local Plan and other documents that form part of the statutory development plan. Applications for planning permission must be determined in accordance with the statutory development plan, unless material considerations indicate otherwise.*

*Our new Neighbourhood Plan website will help your communities to produce their own plans, with information and guidance on key elements, including:*

- *Planning Guidance, including templates, guidance and key resources.*
- *Information about all formally made Neighbourhood Plans in Wiltshire.*
- *An A-Z of Neighbourhood Plans that are in progress across Wiltshire.*
- *A Neighbourhood Planning activity map that shows the current status of plans throughout Wiltshire.*

*Contact information for neighbourhood planning.*

## **Banking Hub**

A planning application has been submitted to convert part of RWB Post Office into a new Banking Hub. Plans are still in place to install a temporary hub in the interim, possibly in RWB Library.

## **Local**

### **Lyneham Banks**

The latest newsletter has been published.

There has been further degradation of the road further down the banks which is being monitored.

Please use the email address [lynehambanks@wiltshire.gov.uk](mailto:lynehambanks@wiltshire.gov.uk) for all correspondence..

## **MoD Lyneham**

The final works to Avon Grove Woods Bradenstoke are due to start around 9<sup>th</sup> October.



### **Bradenstoke Solar Farm Community Benefit Fund**

Details of all grants and the application process can be found on the website  
<https://www.bradenstokesolarfund.org/>

The AGM is set for November 1<sup>st</sup> at 1800.

### **Enhancing the look and feel of the villages**

I have been responding to several requests from Parish Councillors and residents regarding weed removal and the state of hedges and grass. These have been shared with the Parish Council where relevant and some progress is being made.