



**Clerk to Council: Elizabeth Martin**

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7<sup>th</sup> December 2022

**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 13<sup>th</sup> December 2022 at 7:00pm at **Lyneham 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.

For Members of the Public wishing to observe the meeting online they may do so at the following address

<https://bit.ly/3VWYfbV>

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](mailto: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](http://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 meetings held on 8<sup>th</sup> November 2022.

**4 TO CONSIDER AND AGREE TO CO-OPT MR RON GLOVER AS A PARISH COUNCILLOR FOR LYNEHAM AND BRADENSTOKE**

**5 TO REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS**

**6 CHAIR'S ANNOUNCEMENTS**

**7 PLANNING**

**a. To Receive The Latest Planning Report**

**b. To Consider The Following Planning Requests: -**

**[PL/2022/07604](#) Proposal**

Full application for the erection of an outdoor skydive simulator, associated office and classrooms and generator building at MoD Lyneham, Apollo Road, Lyneham

**Site Address**

Land at MoD Lyneham, Apollo Road, Lyneham

**Application Type**

Full Planning Application



**PL/2022/08362 Proposal**

This report covers the 200+ trees in the care of Lyneham and Bradenstoke Parish Council.

We have commissioned this Tree Report in order to build a five-year tree works plan and wish to ask for tenders for said plan and schedule. The report contains all the locations and tree details.

When I did this for a few years ago, you gave us a 10yr permission order that allowed us to work through the plan. Should we be successful we will budget for the five-year plan and continue to revise and renew the report going-forward.

**Site Address**

The Green, Lyneham, SN15 4SN

**Application Type**

Consent under Tree Preservation Orders

- c. To Receive the Appeal Outcome for PL/2021/11175 - Land North of Webbs Court, Lyneham, Chippenham.**

**8 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**

**9 TO RECEIVE AND UPDATE ON CLACK HILL / B4069**

**10 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**

- a. Open Spaces & Play Areas Working Group, Cllr Ball**

**(i) To Consider And Agree The Quote From Aplin's For Repairs On The Playparks As Outlined In The 2022 RoSPA Report.**

- b. Allotment Working Group**

**(i) To Consider And Agree The increase Of Annual Rental Rates For The Allotment Site In Bradenstoke**

- c. Royal Wootton Bassett & Cricklade Area Community Safety Forum Update, Cllr Jones**

- d. Royal Wootton Bassett & Cricklade Area Board, Cllr Jones/Ball**

- e. War Memorial Working Group Update**



**f. Local Highways and Footpath Improvement Group (LHFIG, Formally, CATG), Cllr Jones/Ball**

**g. Public Relations And Communications Working Group**

**(i) To Consider And Agree Amendments To The Standing Orders**

**h. Parish Steward**

## **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 Receive The Bank Reconciliations As Presented**

**e. To Consider And Agree To Renegotiate The Toilet Cleaning Contract**

**f. To Consider And Agree To Close The Public Toilets In Lyneham**

**g. To Consider And Agree The 2023/24 Parish Council Budget**

**h. To Consider And Agree The Precept Request For 2023/24**

## **12 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**

## **13 TO CONSIDER ITEMS OF MAINTENANCE**

## **14 KEY MESSAGES & PERFORMANCE REVIEW**

**a. To Review a Summary Of The Meeting's Key Points & Messages To The Public**

**b. To Review The Parish Council's OKR Dashboard**

## **15 NEXT MEETING**

To Note the next meeting of the Full Council, will be Tuesday 14<sup>th</sup> February 2022, 7:00pm, at Lyneham Village Hall

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.