LYNEHAM AND BRADENSTOKE PARISH COUNCIL

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PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Lyneham & Bradenstoke Parish Council held at Lyneham Village Hall on Tuesday 14th October 2025 commencing at 7:00pm.

MEMBERS PRESENT: Frank Ball [FB], Shendie Green [SG], David Leuty [DL], Sarah Whetham [SW], Ron Glover [RG]

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

CHAIR: Frank Ball [FB]

APOLOGIES: None

ABSENT: None

Full Council Meeting Commenced: 19:13

CM25/225 **TO RECEIVE APOLOGIES FOR ABSENCE**
None.

CM25/226 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
No declarations of interest or applications for dispensation were made.

CM25/227 **MINUTES OF THE PREVIOUS MEETING, 9TH SEPTEMBER 2025**
Proposed [FB]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 9th September 2025 Be Accepted As Written.

CM25/228 **CHAIRS ANNOUNCEMENTS**
No announcements from the Chair.

CM25/229 **TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**

The Clerk reported on several ongoing matters. Updates on defibrillators included the need to register the defibrillator units with "The Circuit" platform used by the ambulance services. Community Heartbeat is supposed to be updating the Circuit for the Council. [EM] to call and ask if this initiative is still being provided by Community Heartbeat. The post for the SID (Speed Indicator Device) on Calne Road is progressing, with galvanisation complete and installation date awaited, allowing relocation of the SID unit from Bradenstoke. The external audit is complete, with one minor notation regarding internal auditor communication, but all other queries resolved; the notice is posted on the website. The Webbs Court Planning Manager has emailed the Council, and a Teams meeting is being agreed to receive an update. [EM] is awaiting an update on the return of the Tree Contractor to complete the work at the allotments. Kevin Isles is also being asked to provide the scheduled time for the completion of the ditch work and hedge trimming at the entrance of the allotments. Quotes for the two flower beds at Victoria Drive are being sought with hopes to be brought back to the November meeting. The budget is due to be reviewed at the next meeting. The Clerk has started the document. If any projects need to be costed out the Clerk needs the information imminently. The Clerk is also waiting on the quotes for the bus shelters.

CM25/230 **PLANNING**

CM25/231 **To Consider The Following Planning Requests:**

PL/2025/03196

Proposal: Two-storey side extension, two-storey front extension and porch alterations.

Site Address:69 The Folly, Lyneham, Chippenham, SN15 4DQ

Application Type: Householder Planning Permission

Outcome: No Objection

PL/2025/07390

Proposal: Variation of condition 1 (approved plans) on PL/2023/09551 to allow for amendments to house types.

Site Address: Land North of Webbs Court, Lyneham

Application Type: Removal/Variation of Conditions

Outcome: No Objection

PL/2025/06102

Proposal: Proposed new training facility at MoD Lyneham

Site Address: MOD Lyneham, Calne Road, Lyneham, Chippenham, SN15 4XX

Application Type: Full Planning Permission

Outcome: No Objection

PL/2025/07791

Proposal: Two storey side extension adding two additional bedrooms and new lounge.

Site Address:33 Hollow Way, Bradenstoke, Chippenham, SN15 4EX

Application Type: Householder Planning Permission

Outcome: No Objection.

CM25/232 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**

CM25/233 **Allotments**

CM25/234 **To Consider And Agree Co-Option To The Allotment Working Group**

A proposal to co-opt a new member was discussed, with a suitable candidate identified from the community. Ben Truswell [BT] attended the meeting and introduced himself to the Council. The Council discussed the wish to engage with members of the public in areas appropriate for initiatives in the Parishes to involve expertise and help from community driven knowledge. Three additional volunteers were reported to share an interest in participating in the working group.

Proposed [DL]. Seconded [SW]. Agreed.

IT WAS RESOLVED THAT the Council agreed to the Co-Option of a member of the public to the allotment working group of Ben Truswell.

CM25/235 **To Consider And Agree To Hire A Skip For A One-Time Rubbish Clearance Of The Allotment Site At The Cost Of £279 + VAT For A Six Yard Unit**

Proposed [SG]. Seconded [RG]. Agreed.

IT WAS RESOLVED THAT in principle the Council agreed to hire a skip for a one-time rubbish clearance of the allotment site at the cost of £279 + VAT for a six-yard unit to be formalised once a the Council has been formally advised of arrangements such as placement, length of time of the hire and communications to the allotment holders.

CM25/236 **To Discuss Bond Fires At The Allotments**

The Council discussed the options of bonfires at the allotment site. It was proposed that the working group would provide a working document on the provision of allowing bonfires within reason. [EM],[SW] and [BT] to meet and establish a document for consideration by the end of the year to be brought back to the Parish Council for agreement.

CM25/237 **To Receive And Discuss Recent Correspondence From A Member Of The Public Regarding The Management Of The Allotments**

The Council received a proposal that would be £30 per allotment site and would introduce a green initiative to the management of marestail at the allotments. This involves a heavy mulch to be placed on the sites that are most affected at the cost of £30 vs £45 per plot. The working group will be sourcing material and costs for the Council to consider and provide the Council with a plan in writing.

Proposed [DL]. Seconded [SG]. Agreed.

IT WAS RESOLVED THAT The Council Agrees To Accept A Written Plan And Quotes For The Mulch Initiative For The Allotment Sites Most Affected By Marestail In Principle Agreed To Be £30 Per Site.

CM25/238 **To Discuss Security At The Allotments**

The Parish Council discussed the issue of unreported theft at the allotment site of produce. The Council discussed the consideration of placing a wildlife camera to investigate if this is a human or wildlife issue. [DL] to see if he can source a camera and come back to the Council. GDPR and appropriate notification will also need to be agreed. Allotment holders are encouraged to make a report to Wiltshire police if it is believed that theft is taking place and notify the Parish Clerk in writing at Parish.Clerk@lynehamandbradenstoke-pc.gov.uk

CM25/239 **To Agree A Date For An Allotment Meeting With Allotment Holders**

The Council discussed this agenda item and took the decision to wait for the requested reports for improvements to be completed before agreeing a date. This would allow communication and feedback with the allotment site holders on proposals being made. Date for a meeting TBC

CM25/240 **OPEN SPACES & PLAY AREAS WORKING GROUP**

CM25/241 **To Receive An Update On The Grant Of Bulbs From The North Wessex Downs Landscape Trust**

1000 bulbs have been granted to the Parish Council from North Wessex Down Landscape Trust that are bee friendly. The Parish Council has set up planting opportunities for the members of the public to participate.

SATURDAY

Bradenstoke 10am -12pm meeting in Bradenstoke playing field

Bradenstoke 2-4 pm meeting near the stone planter on the Lillybrook side of the road.

SUNDAY

Lyneham. 2-4pm meeting outside Lyneham village hall on the green.

Thanks to [SG] and [SW] for organising the days.

CM25/242 **To Receive The RoSPA Report For Pound Close And Bradensoke Play Parks.**

The reports have been received and circulated and will be submitted to Aplin's for a quote for repairs. [FB] to investigate the cost of additional signage to notify the public that dogs are not allowed in the play park areas due to health and safety issues and will be brought back to the Council for review.

CM25/243 **To Discuss And Agree To Form A Working Group For The Wildflower Meadow For The Entrance To Bradenstoke Village.**

The Council discussed the formation of the working group and agreed that the engagement of Sid Skull to help impart years of management knowledge regarding the wildflower meadow with the community for further management of the site was invaluable. A list of volunteers is to be provided to the Council from [SW].

Proposed [FB]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT The Council Will Form A Working Group For The Wildflower Meadow For The Entrance To Bradenstoke Village.

CM25/244 **Royal Wootton Bassett & Cricklade Area Board Update**

Next Meeting 26th November 2025, 18:30, Cricklade Town Hall, High Street, Cricklade, SN6 6AE

[RG] or [FB] To Attend.

CM25/245 **Local Highways And Footpath Improvement Group (LHFIG)**

The next meeting is scheduled for Wednesday 12th November 2025, 18:00, via MS Teams [SG] and/or [SW] To Attend

CM25/246 **Relations And Communications Working Group**

CM25/247 **To Discuss And Agree Named Council Members To Attend The Laying Of The Remembrance Wreaths In Lyneham And Bradenstoke**

Proposed [FB]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT [SG] Would Represent The Parish Council For The Remembrance Day Wreath Laying In Bradenstoke. [RG] To Attend If [SG] Not able To Attend. [FB] To Attend In Lyneham

CM25/248 **SID Working Group**

CM25/249 **To Receive An Update On The Placement Of The SID (Speed Indicator Device) On Calne Road.**

Update discussed in CM25/229

CM25/250 **Parish Steward**

The Parish Steward has been out in Lyneham and Bradenstoke and has cleared weeds and other areas of the parishes. No schedule when the Steward is due to return. [SG] to provide updates at the next meeting.

CM25/251 **FINANCE MATTERS**

CM25/252 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3**

None

CM25/253 **To Receive For Information, Disbursements Made Since The Last Meeting**

The Clerk provided a detailed list of payments that had been processed over the past month. List attached To These Minutes

CM25/254 **To Consider And Approve The Schedule Of Forthcoming Payments**

Proposed [FB]. Seconded [SG]. Agreed.

IT WAS RESOLVED THAT The Schedule Of Forthcoming Payments Be Approved As Presented.

Scheduled Payments Attached To These Minutes

CM25/255 **TO RECEIVE THE BANK RECONCILIATIONS AS PRESENTED**

Received

Deposit Account Reconciliation to be forwarded to Councillors. EM remarked that continued difficulties with the Accounting Software have meant slow progress. A report to be presented at the November meeting on alternative software providers for 26/27.

CM25/256 **To Receive The Audit Conclusion Notice And Accompanying Report From The External Auditor**

Received.

Audit successful again. One small note from the external auditor due to the absence of a risk assessment report being done within the timeframe. Council noted this for future consideration.

CM25/257 **TO RECEIVE AN UPDATE ON THE D2 LAND TRANSFER AT POUND FARM**

The Council was circulated the draft TP1 document for final agreement. The document was reviewed and discussed. The Council agrees to the document to be finalised for agreement and signature at a separate Council Meeting.

Proposed [FB]. Seconded [DL]. Agreed

IT WAS RESOLVED THAT The Draft TP1 Documents Be Agreed For Finalisation To Complete The Transfer Of D2 Land To the Council, Pending Legal Signatures In Line With Legislation.

CM25/258 **TO RECEIVE AN UPDATE ON THE PUBLIC TOILET BLOCK REFURBISHMENT**

The Refurbishment is Progressing well; on track for October completion (photos on website). All updates since last meeting attached to minutes. The Council to complete a sight visit and meet with the contractor in the morning on the 15th-17th of October and ensure work is being completed.

Action Points:

Clerk to continue monitoring and report monthly.

CM25/259 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**

- Bus Shelter Improvements/Repairs
- Email regarding the repairs to the bus shelters received and circulated to the Council from a member of public
- Email received regarding footpaths in the village that require review for disability access

CM25/260 **TO CONSIDER ITEMS OF MAINTENANCE**

- Farthing Lane – root that has introduced a tripping hazard.
- The Third Bench To Be Installed On Calne Road
- Two trees by the Lyneham Village Hall that have created a visual issue for traffic to pull out on Calne Road. [KI] to be asked to cut this back
- Planters at Victoria Drive require quotes for improvement

CM25/261 **TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC**

The key summary points for public messaging are as follows:

- Planning comments made on three applications – all no objection.
- Allotment working group Co-Option agreed. A skip for the allotments agreed in principle. Improvement plans to be created and consultation sought before executed.
- Information for a wildlife camera being sought to monitor theft at the allotments.
- Wildflower meadow working group Co-Option formed with members of the public to encourage engagement and teaching.

CM25/262 **NEXT MEETING**

The next meeting was confirmed for Tuesday, 11th December 2025, 19:00 PM at Lyneham Village Hall.

Meeting closed 20:49

Summary of Public Participation Section

Public Participation Section Commenced 19:00

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

Report from Wiltshire Council

Councillor Allison Bucknell was not in attendance, the Wiltshire Council Member for the Lyneham division, provided a report as attached to these minutes.

The Wiltshire Councillor provided a detailed update on ongoing developments in the parish, noting that she has been in contact with developers at sites such as Green Farm and Tiger Off Fields, emphasising the need for proactive communication with the parish over the next 4-5 years. She discussed the resolution of speed and weight limits following the reopening of Lyneham Banks, with recommendations largely maintaining existing limits, though some residents at the top of Lyneham Banks are disappointed as the area is proposed to remain at 40 mph rather than 30 mph. Concerns about speeding motorists were raised, with efforts to involve police enforcement and use of SID data. Issues with Thames Water's service were highlighted, including recent outages in Bradenstoke due to burst pipes, planned electricity outages, and storm-related power failures, with no apparent improvement from promised resilience measures. An enforcement case on Lyneham Banks involving storage of horse boxes, caravans, and a doorbell was mentioned, with a planning application expected by early December. The mobile home on another site was noted as borderline legitimate, with no current construction but potential for permitted development rights if work resumes. No questions were raised from councillors.

MOD Lyneham Report

Lt. Col. Paul Jordan MOD (Ministry of Defence) Lyneham MOD was in attendance. The MOD representative reported no major updates but noted that the usual November service at the Memorial Museum will not occur this year due to a larger on-site parade. However, military presence will attend local services at St Mary's Church in Lyneham and the Interwood and Bassett services, as well as the 11th November service in Bradenstoke. No further community events at the museum are planned until Christmas, with no noise-generating activities expected. Dates for Christmas functions will be provided next month, tentatively around the 6th December. Apologies were extended for recent unnotified noise from performance car testing on the runway, involving overpriced Jaguar XJ conversions, with commitments to better notifications in future. A query about street lighting between the main entrance and Essex Lines was raised, with confirmation that it has been resolved as an ownership issue between the power provider and MOD Lyneham. No other questions were raised.

PCSO

The PCSO was not in attendance. The PCSO have informed the Council that attendance is difficult due to Police commitments. If the Council has identified issues/topics that need addressing the PCSO Team will make every effort to attend a meeting.

Other Public Items Discussed.

Two emails received from MOP (members of the public). The Clerk to respond to the emails and ensure that Council members meet with the MOP or an email of communication is sent back. Items presented were not on the immediate agenda

Public Participation Section Ended 19:13

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

Signed _____ Date _____

LYNEHAM & BRADENSTOKE PARISH COUNCIL MEETING – FULL COUNCIL MEETING
PAYMENT SCHEDULE

Payment Number	Payee	Inv Date	Payment Date	Auto Pay	Amount	Inv Number	Description
2010876	B/P to: Leith Facilities		24-Sep	No	£ 22,062.60	2391	Toilet Refurbishment
2010877	Direct Debit (NEST)		06-Sep	Yes	[redacted]		Pension August
2010878	B/P to: Elizabeth Martin			No	£ 52.29		Microsoft July
2010879	B/P to: Elizabeth Martin			No	[redacted]		September Pay
2010880	B/P to: Elizabeth Martin			No	£ 52.29		Microsoft August
2010881	B/P to: Lyneham Village Hall			No	£ 36.00		Hall Hire
2010882	B/P to: Bear & Badger			No	£ 650.00		Flower Beds
2010883	B/P to: Franklins Garden			No	£ 4,750.00		Hedges
2010884	B/P to: HMRC Cumbernauld		09-Jun	No	[redacted]		PAYE Q3
2010885	Direct Debit (ICO)		19-Sep	Yes	£ 47.00		
2010886	B/P to: Community Heartbeat		24-Sep	No	£ 162.00	27816	
2010887	B/P to: Toucan Café		26-Sep	No	£ 500.00		Grant
2010888	B/P to: St John Ambulance		26-Sep	No	£ 250.00		Grant
2010889	Direct Debit (NEST)		10-Oct	Yes	[redacted]		Pension September
2010890	B/P to: Kevin Iles	27-Jun	11-Sep	No	£ 685.00	4160	August Grass Cutting
2010891	B/P to: Elizabeth Martin			No	£ 400.79		Microsoft Expenses - Reconcilliation
2010892	B/P to: Elizabeth Martin		26-Sep	No	£ 101.40		Expenses
2010893	B/P to: Elizabeth Martin		26-Sep	No	£ 170.49		Expenses - Admin/Mileage
	Direct Debit (Hugo Fox - GoCardless)			Yes	£ 11.99		Website
	Direct Debit (CHARLTON BAKER LTD)			Yes	£ 20.50		Payroll Fee
	Direct Debit (BRITISH GAS BUSINE)			Yes			Electric
	Direct Debit (CASTLE WATER LTD)			Yes			Water
	B/P to: Elizabeth Martin			No	[redacted]		September Pay
	B/P to: Elizabeth Martin			No	£ 98.11		Microsoft September
	Direct Debit (NEST)		10-Nov	Yes	[redacted]		Pension October
	B/P to: PKF Littlejohn			No	£ 756.00		24/25 External Audit Fees
	B/P to: NALC			No	£ 39.22	9739596559	2024 Training Fees
	B/P to: Kevin Iles			No	£ 1,170.00	4168	Grass Cutting September

Councillor
Allison Bucknell
Lyneham

Update for Lyneham and Bradenstoke Parish Council October 2025

Community Safety Forum

No decision has yet been made as to whether or not these will continue

Preston Lane Footway

The state of the footway adjacent to Comet Close has been raised again by local resident. This has been submitted as a scheme for future repairs, unfortunately I do not have a date as yet.

Lyneham Banks

The speed and weight limit review recommendations will be available shortly. I have a meeting with the relevant officer w/c 20th October.
It looks as though most of what has been requested is possible and will be recommended.

B4069 Lyneham Banks - Wiltshire Council

Residents from The Banks have contacted me with concerns about their safety egressing the roads leading to their properties. This may result in a request to the Parish Council to submit an issue to LHFIG.

Gypsy and Traveller Development Plan

The date for the new G&T Development Plan has been put back to 2027. I have suggested to some of the other parishes in Lyneham Division to take a more proactive approach to the site selection.

Update on Wiltshire Local Plan Review examination

This process is has moved to the next stage, with an updated timetable available on the website Wiltshire Local Plan Examination

Road Safety

Lyneham Primary School
Awaiting LHFIG reports.

Chippenham Road, and Bradenstoke Junction
I am awaiting the outcome of the local road speed limit review to see what is recommended for this area.

Other Areas
I have asked the local police for additional speed checks on Calne Rd near the Mallard and also Southview, near Andrews Court.

There have also been reports of vehicles with loud popping exhausts which are causing concern with some local residents. Police are looking into this.

Councillor
Allison Bucknell
Lyneham

Thames Water Outages

There have been several outages within the village in recent weeks, for a variety of reasons. One was a burst water main, one was a scheduled SSE power outage which was not followed up by TWU , another was the pumping station power supply being affected by high winds.

All of these have a negative effect on people's lives, particularly in Bradenstoke, where there is an emergency response centre which was not used by TWU.

I am pushing from the Wiltshire Council end for all utilities to be more aware of where there are emergency response centres, and talks are ongoing with TWU (and well done Bradenstoke for getting them to come along to the Village Hall for a meeting) regarding both their response and their plans to upgrade the system to improve resilience. I have also asked residents to contact their MP as this needs to be raised at a higher level then me!

Development

Planning Application - PL/2024/03561

26/8/25 – amended plans have been received

Land Adjacent to St Mary's Close and to the South of Hollow Way, Bradenstoke

I have "called in" this application (ie asked for it to be determined at committee) should officers be minded to grant permission.

Lyneham Fields Development

Still no resolution on most of the outstanding actions. The speed limit changes at Southview have had to be re-advertised as they had not been implemented within the relevant period.

There are a number of outstanding issues about which residents are unhappy and I am chasing these up with Vistry.
One of my main concerns is that the road safety improvements on the A3102 have not been completed yet and there is no information as to when this will happen.

Work has commenced on phase II of development, I have met with a representative from Wain Homes. The latest planning application is an amendment to the permitted plans to change the housing types to standard "Wain Homes" homes. The mix of properties will be the same.

Green Farm

Work has commenced. I have met with a representative from Bellway Homes. The site is likely to be under construction for around 4 years, as it will be built in phases. Bellway Homes are happy to come along and address the community should the Parish Council feel this is necessary.
Tiger Moth Fields – New homes in Lyneham | Bellway Homes

Councillor
Allison Bucknell
Lyneham

Land to the rear of Lancaster Square

This application has now been submitted and is out for consultation. I have requested that the application comes to committee for a decision.

Bradenstoke Solar Farm Community Benefit Fund AGM

This is provisionally set for November 6th 2025.

Local Highway and Footway Improvement Group (LHFIG).

At the May LHFIG meeting, Lyneham's scheme for traffic calming and crossing improvements in Preston Lane was selected as a priority scheme for further assessment and investigation. At the meeting on August 27th, an update was given that a report with suggestions for discussion should be available for the next meeting.

Next meeting **Wednesday 12th November 2025 1800 via Teams**

Area Boards Meeting

The next Area Board meeting will be on November 26th 2025 in Cricklade.

Councillor Allison Bucknell