

Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 9th October 2018 in St Michaels Church Hall Lyneham.

Councillors Present

Cllrs: G Jackson-Haines (Chair), L Thrussell, J Wright, F Gomme. R Gill & C Jenkins
Clerk to the meeting: E Martch-Harry

There were also 11 members of the public present

Item 1 Welcome & Introductions

1.1. Cllr Geoff Jackson-Haines welcomes everyone to the meeting.

Item 2 - To receive and accept apologies for absence

2.1 Apologies received from Cllr D Hewitt, T Webb & D Kee

Item 3 - Declaration of interests in items on the agenda.

3.1 None declared.

Item 4 - To confirm minutes of the Parish Council Meeting held on Tuesday 11th September 2018

4.1 Minutes from the Parish Council meeting dated Tuesday 11th September 2018 were approved as correct by all members present and signed by the Chairman.

Item 5 - To receive the Clerk's report previously circulated to members.

- 5.1 Received refund from HMRC application claiming VAT back for the last financial year.
- 5.2 In contact with contractor over tree survey to get work approved by Wiltshire Council by first week in October. Work to commence 14th October.
- 5.3 Supported and attended the Dementia training course and responded to emails and calls.
- 5.4 Submitted information for the Neighbourhood development plan steering group grant award.
- 5.5 Received new contracts and cheques from the allotment holders for the next years 2018/2019 fees. Banked all allotment cheques. Updated database of current members, and any cancellations. Contacted public on the waiting list to see if they wanted to take up an allotment. Advertised vacancies on website.
- 5.6 Had meeting with Stonemason and discussed memorial stone. Requested a quote to repair it.
- 5.7 Sent Good councillor and parish documents to new councillor.
- 5.8 Contacted Wiltshire council about co-opting on a new councillor.
- 5.9 Ordered Remembrance day wreaths for the parish.
- 5.10 Responded to parishioner enquiries.

Item 6 - To receive an update from the Working Groups.

6.1 Update on The Allotments: Cllr F Gomme has numbered the plot stones and organising with D Kee to put them in set place on left hand side. R Gill hasn't had opportunity to put fence up yet so D Kee has offered to do it. Allotment policy reminder for holders that only up to 2 plots per person. Most contracts been sent back, Clerk to chase up last few. Advert for vacant allotments on website. Clerk has contacted everyone on waiting list.

6.2 Update on The CATG: All work completed. Next meeting 6th December.

6.3 Update on the Maintenance Group: L Thrussell has contacted parish steward about fixing pot holes. Due here on 20th October. L Thrussell is putting the jobs on the list for him to do. Rotten safety rail by Piggies and Webbs Court over the stream. Public open space so needs to go on My Wiltshire list to be fixed.

6.4 Update on the Highways Group:

Cllr L Thrussell has organised new WW1 banners to be put up on the side of the road in the next 2 weeks. Fence and signs have been put up at the play parks ready for the new surfaces. Public warned that they will be closed for approximately 3 weeks and signs on noticeboards. Cllr's to clear bark ready. Work will start on October 16th by Sovereign.

Commemoration Silhouettes delivered to Lyneham church hall office. They are to be sitting on benches all around the parish and have posters with writing underneath explaining them.

Village welcome signs ordered and will take 8 weeks to be ready

Item 7 - Finance

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

Current Account £61,832.47

Deposit Account £38,227.01

Cheque Number	Payee	Amount
820	Information Commissioner ICO annual fee	£40.00
821	Greatfields nurseries and garden centre – flowers beds	£38.23
822	Lyneham Methodist Church hall hire – NP steering group	£12.00
823	Sovereign Design Play Systems – Resurfacing play parks deposit	£3,538.33
824	Clerk wages August	£537.16
825	Clerk mobile phone June/July/August	£46.62
826	Experience Training Ltd – Dementia course	£1080.00
827	Allotment contract printing, envelopes and stamps	£36.80
828	Kevin Iles house & garden services – grass cutting	£1,670.00
829	Printing inks	£38.21
830	Lemon Gazelle - NP	£350.00
831	Clerk wages September	£474.28
832	HMRC Paye tax	£43.40
833	Lyneham Methodist Church hall hire – NP steering group	£12.00
	Money Received	
	HMRC VAT refund	£4,978.90
	Allotment fees	£36.00

To agree payments in accordance with the budget as listed and previously circulated to members. Agreed by all councillors.

7.2 To approve the purchase of 3 x wreaths for remembrance day for the amount of £60.00 inc VAT.

Change to 4 x wreaths at £20.00 total of £80.00, to go to Bradenstoke, Lyneham church, Primary school & Reme museum.

Proposed: Cllr L Thrussell Seconded: Cllr J Wright

7.3 To approve donation of £20.00 to Mr Ray Cole for his dedication in looking after the Green in Lyneham.

Suggested that the amount be raised as it has been £20.00 for many years. Help towards the costs of petrol in his lawnmower. Agreed that £30.00 to be more appropriate. Thank you to Mr Marshall for suggestion.

Proposed: Cllr J Wright Seconded: Cllr C Jenkins

7.4 Emergency plan – discuss equipment needed for this winter and approve purchasing snow shovels and gloves.

All agreed to get equipment ready for winter. No need to get gloves as heavy duty ones have been purchased already for the litter pick and will be suitable. Prices to be put on next agenda for snow shovels. Clerk to organise Salt with Wiltshire Council.

Item 8 - Planning

8.1 18/07450/FUL

Site Location: Land off B4069 & C129 Bradenstoke Chippenham Wilts SN15 4ES

Proposal: Creation of access with gateway.

Registration date: 18/09/2018

Is third access necessary as it's on a busy road and might cause problems. Discussed issues with B4069. Could be better as more level access. Objections raised, councillors to ask Highways to take further look.

8.2 Cllr J Wright has added new tab to parish council website so public can read all the planning applications in future.

Item 9 – Neighbourhood Plan steering group update.

9.1 Cllr J Wright read out Cllr D Hewitt's report. Had meeting on 17th September at Bradenstoke Village Hall. Group are leafleting villages with updates and progress. On 1st October they had a meeting at the Scout Hall with consultants Lemon Gazelle. They discussed land use and planning. This first part of 2nd stage and is being done thoroughly so it has the best chance to be adopted by Wiltshire Council. Then Lemon gazelle will begin to write the plan. They have a dedicated website and twitter about the NDP and linked to parish council website. Grant money has gone through ready and will be used for printing 10 x reports to be put out in the community notice boards. Access to key through L Thrussell and G Jackson-Haines.

9.2 Cllr L Thrussell resigned from steering group and J Wright has joined.

Item 10 –Youth Forum Meeting update

10.1 Cllr C Jenkins is having a meeting on Friday 12th October and will update everyone at the next meeting.

Item 11 – Discuss adult fitness apparatus in our villages

11.1 C Jenkins put on information on Facebook to get public opinion. 43 people said Yes they would like it (17 at Bradenstoke park, 26 at Pound Close park) & 57 said Neither. Short time period so it would be good to be extended and get further feedback.

11.2 Get costings for next meeting.

Item 12 – RAF memorial stone update

12.1 Clerk arranged for another company to give a quote to get the memorial fixed but even after chasing them, still has not received it. Cllr F Gomme has got a stonemason's report and will bring to next meeting. Decision needs to be made as soon as possible before the stone is damage further by the winter weather.

Item 13 – Permission for garden show to be held at Bradenstoke Play Park

13.1 Will take place on the 24th August. Everyone agreed and gave permission for garden show.

Item 14 - Exchange of Information - To receive and discuss items from Councillors for consideration on the next Agenda.

14.1 L Thrussell is writing the parish magazine at the moment and requested articles to go in to it. It will be ready for the beginning of November.

14.2. Apologies for not thanking Paul and Philip Burchill for cutting back the hedges.

14.3 Thank you to Kevin Iles for doing a great job cutting the grass. Public very happy with Bradenstoke park .

14.4 R Gill will be in contact with parish steward whilst L Thrussell is away.

Item 15 - Date of the Next Meeting.

15.1 The next meeting of Lyneham and Bradenstoke Parish Council is to be held on Tuesday 13th November 2018 in the Bradenstoke Village Hall starting at 7.00pm.

Signed
Chairman

Date