



Clerk to Council: Elizabeth Martin

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Ivy House
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SN10 1RT

4th November 2021

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 9th November 2021 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.

The meeting will be held at Lyneham Village Hall and REMOTELY (for non-Councillors and Public) using Microsoft Teams.

Due to the current COVID restrictions and the availability of space for the public the Council asks that non-Councillors, where possible, attend on-line.

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

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

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

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

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. Comments from members of the public to be considered by the Council regarding items on the Agenda.

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 meeting held on 19th October 2021.
- 4 CHAIR'S ANNOUNCEMENTS
- 5 PLANNING
 - a. To receive the latest Planning Report
 - b. To consider the following planning requests: -

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|--------------------------------------|--|
| <u>PL/2021/09781</u> | Proposed Single Storey Extension With Reconfiguration Of Existing Dwelling Together With Creation Of Garage & Workshop. 6 The Banks, Lyneham, Chippenham, SN15 4NT |
| <u>PL/2021/09551</u> | Alterations and Two Storey Side Extension. 3 Thickthorn Farm, Lyneham, Chippenham, SN15 4DY |
| <u>PL/2021/09817</u> | Approval of Reserved Matters pursuant to outline planning permission <u>20/02387/OUT</u> for residential development of 50 dwellings and provision of land for D2 use; including the creation of new vehicular access, public open space, landscape planting, pumping station, surface water attenuation and associated infrastructure. Land At Pound Farm, South View, Lyneham |

6 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS

- a. Flower Beds Working Group, Cllr Green
- b. Allotment Working Group, Cllr Glover
- c. Open Spaces & Play Areas Working Group, Cllr Ball
- d. Neighbourhood Development Plan Update, Cllr Jones
- e. Royal Wootton Bassett & Cricklade Area Community Safety Forum Update, Cllr Jones/Glover
- f. Royal Wootton Bassett & Cricklade Area Board, Cllr Jones/Ball
- g. SID Working Group Update, Cllr Ball
 - (i) To Agree new non-Councillor memberships
- h. War Memorial Working Group Update, Cllr Green
- i. Emergency Plan Working Group, Cllr Leuty
- j. Highways and Maintenance Working Group, Cllr Ball
- k. Community Action Transport Group (CATG), Cllr Jones/Ball
- l. Young People and Families Working Group, Cllr Jones
- m. Public Relations and Communications Working Group, Cllr Green/Church

7 TO REVIEW THE CATG AUDIT ITEMS AND AGREE NEXT STEPS

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|-------------------|---|-------------------------|----------|
| 11-21-1 | Lyneham junction visibility | Lyneham and Bradenstoke | 19/02/21 |
| 11-21-2 | Bradenstoke dropped kerbs | Lyneham and Bradenstoke | 19/02/21 |
| 11-21-3 | Lyneham – Preston Lane signing | Lyneham and Bradenstoke | 19/02/21 |
| NEW CONSIDERATION | Addition of two streetlights in Rosehill Close, Bradenstoke | Lyneham and Bradenstoke | |

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

- a. Clarification on Water Pressure due to forthcoming MOD Power Outage

9 FINANCE MATTERS

- a. To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With Resolution CM21/044
- b. To Consider Ending (on November 30th) or Extending (to December 31st) the Scheme of Delegation to the Clerk in consultation with the Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity, informed by consultation with the members of the council. The scheme of delegation will be reviewed no later than 31st December 2021 if extended.
- c. To Receive For Information, Disbursements Made Since The Last Meeting
- d. To Consider And Approve The Schedule Of Forthcoming Payments
- e. To Receive The Bank Reconciliations As Presented
- f. To Review The Initial Draft of the 2022/23 Parish Council Budget

10 ANNUAL ROSPA REPORTS FOR POUND CLOSE PLAYGROUND AND BRADENSTOKE PLAYGROUND

- a. To Receive The Reports From Playsafe
- b. To Consider and Agree The Suggested Maintenance Of The Surfacing At A Cost Of £392 + VAT (S J Aplin Playgrounds)

11 TO RECEIVE AN UPDATE ON THE COMMUNITY ENGAGEMENT MEETING WITH THE BRADENSTOKE COMMUNITY

Meeting is scheduled for 20th November 2021 from 11am to 2pm at Bradenstoke Village Hall.

12 TO CONSIDER AND AGREE ON A COMMUNITY ENGAGEMENT MEETING WITH THE LYNEHAM COMMUNITY

13 TO REVIEW AND APPROVE THE REMOVAL OF STANDING ORDER 3E

The Parish Council plans to hold meetings equitably between the two Village Halls (5-6 meetings per year each), planned for the second Tuesday of each month.



14 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED

- a. Letter from Lyneham Village Hall Committee
- b. Other

15 TO CONSIDER ITEMS OF MAINTENANCE

16 KEY MESSAGES

17 NEXT MEETING

To Note the next meeting of the Full Council, will be Tuesday 14th December 2021 at Bradenstoke 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.