

## **Draft Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 8th November 2016 in Bradenstoke Village Hall at 7.00pm.**

### **Present**

Cllrs: G Jackson-Haines (Chairman), J Webb, T Webb, J Digman, D Lambourne, R Gill, L Thrussell, R Selby-Boothroyd and J Selby-Boothroyd.  
Clerk to the meeting: Jacquie Henly

There were 9 members of the public present.

### **Welcome**

The Chairman welcomed all present to the meeting.

1) Capt. Lee McCrum from the MoD covered the following items:

a) A Liaison Officer has now been appointed to work with the Air Cadets.

b) Thanks were given to all who supported the Bonfire Night, the event was very successful and raised a lot of money for Charity.

c) A Charity Bleep Test will be carried out on 9th November in an attempt to beat a World Record. Parish Councillors volunteered to act as independent witnesses.

d) On 5<sup>th</sup> December there will be a Great British Bake Off held in the Community Centre, Mary Berry has been asked to attend but has yet to confirm attendance. There will be stalls and the event is being run to raise funds for the Army Benevolent Fund. Cllr Thrussell will be one of the Judges for the cake competition.

e) The MoD base are doing their best to manage any Anti Social Behaviour, all incidents that have been reported have been followed up and individual soldiers dealt with. MPGS vehicles have started to be more visible in the community and are working closely with the local civilian police who are also stepping up their presence in the area. The landlord of the Mallard pub now has direct contact with MoD so that incidents that occur can be dealt with immediately once he makes contact. All were encouraged to report incidents directly to the MoD.

f) Richard Marshall expressed his thanks for the Firework Display.

2) There was no report from the Neighbourhood Police Team

3) Cllr Allison Bucknell reported:

a) Bradenstoke Solar Park

No date yet for the inaugural meeting of the Bradenstoke Community Benefit Fund Grants Body. A response is awaited from the Defence Infrastructure Organisation.

b) GP Surgery provision

Allison will be attending a meeting with NHS England Nov 9<sup>th</sup> with James Gray MP. He has also raised a number of parliamentary questions.

c) Road Safety

The Weight Limit to be implemented on B4069 is being deferred until the Network Rail electrification works have been completed and Skew Bridge reopened. The Council will carry on with some of the preparatory work in the meantime.

d) Young People

Connecting Youth continue to provide weekly sessions in Lyneham.

Wiltshire Council has funding available for provision of Positive Leisure Activities for Young People aged 13-19 (25 if they have a disability) through the Royal Wootton Bassett & Cricklade Area Board. Any organisation can apply for funding to extend and enhance their provision to this age group.

e) Planning application 16/05959/OUT was refused by the Planning Committee on October 26<sup>th</sup>.

f) Wiltshire Housing Land Supply Statement

The latest Wiltshire Housing Land Supply Statement for 2016 is now available on the Council's website <http://www.wiltshire.gov.uk/hsg-land-supply-statement-2016-november.pdf> The report contains quite a lot of detail, however the key points for Lyneham are: -

Sufficient housing developments have been agreed that the minimum housing target specified in the core strategy for our Community Area (we are part of RWB & Cricklade CA outside RWB) is now 0 i.e. the area has now met its minimum target.

Lyneham still needs to meet its own identified needs which can be delivered via exception sites or neighbourhood plan.

Development within the village boundary will still be allowed provided it fits in with other policies.

We need to keep a supply of deliverable sites to maintain a satisfactory 5 year housing land supply in our housing market area.

g) Area Board

The next Area Board meeting will be a special event at The Wiltshire on November 23<sup>rd</sup> where we will be looking back at what we have done since the last Joint Strategic Assessment and planning our actions for the next 2 years. We have 60 people signed up so far, but there is space for more, all welcome.

- h) The Parish Council should have received notification from Wiltshire Council regarding a BT proposal to remove low usage pay phone boxes. There are 2 in this area.  
Bradenstoke – 0 calls have been made in the past 12 months  
Lyneham – Junction Comet Close/Britannia Crescent – 1 call in the last 12 months. Responses need to be made by Dec 9<sup>th</sup>.
- 4) The Chairman invited comments from members of the public present on items listed on the Agenda.  
No comments were received

#### **Item 1 - Apologies for absence**

Apologies were received from Cllrs J Pollard and R Glover.

#### **Item 2 – Declaration of Interest in items on the Agenda**

Cllrs R and J Selby-Boothroyd declared an interest in item 10b on the agenda as the planning application is for a neighbouring property.

#### **Item 3 – Approval of Minutes from the previous meeting**

Minutes of the Parish Council meeting held on Tuesday 11<sup>th</sup> October 2016 and the confidential minutes of the meeting that followed were approved by those present and signed by the Chairman.

#### **Item 4 – To receive items on the Clerk's Report**

- 4.1 Sent in comments to the Planning Department regarding the planning applications discussed at the October Meeting.
- 4.2 Wrote to Scott O'Toole letting him know the outcome of his request for Goal Nets at the Bradenstoke Play Park.
- 4.3 Informed Jenny May of the decision to book First Aid Training for members of the public.
- 4.4 Liaised with the School and St John's Ambulance to arrange a suitable date for the first aid training for the Parish.
- 4.5 Sent a copy of the letter required by Wiltshire Council to enable us to move forward with the Neighbourhood Designated Area.
- 4.6 Reported that a drunk driver knocked down a Preston Lane road sign close to the school and mini roundabout in Lyneham. Asked Wiltshire Council to claim from the drivers insurance to replace the sign. We have been informed by Wiltshire Council that this request has been passed to their debt recovery team.
- 4.7 Liaised with Franklins Garden Services regarding a date to start work on the Trees on The Green in Lyneham. Work should commence around 20<sup>th</sup> November weather permitting.
- 4.8 Wrote to NHS England requesting an exploratory meeting to discuss potential next steps for securing provision of a GP Surgery for Lyneham.
- 4.9 Wrote to Julian Brooks asking for further information on when the Bradenstoke Community Benefit Fund Committee will be formed, the date of the first meeting and who will be part of the committee.
- 4.10 Wrote to Donna West and Andy Singfield asking if they have any suggestions on how we can improve communications with the Police locally, and if there is anything the Parish Council can do to support them.
- 4.11 Completed the declaration of compliance for the Pensions Regulator.
- 4.12 Met with Steve Andrews to drop off a defibrillator for use at the new Pharmacy when it is opened.
- 4.13 Passed on a defibrillator to Lillybrook to be installed in their site office.
- 4.14 Contacted the Primary School to ask for a date when it might be possible for St John's Ambulance to attend and delivery training free of charge to the pupils. A response has not yet been received.
- 4.15 Ordered 3 Poppy Wreaths for the Remembrance Services in the Parish.
- 4.16 Ordered football nets and fixings for the Bradenstoke Play Park.

#### **Item 5 – To receive update reports from working groups, committees and representative members of outside bodies.**

5.1 Report from the Allotment Working Group:

- a) There is currently 1 allotment available to rent.
- b) Rent has been collected from all but 1 of the allotment tenants. Notice has been given that the plot not paid for will be cleared and covered or rented to someone else.
- c) The hedge leading in to the Allotments is due to be cut shortly.

5.2 Report from Communications Working Group:

The Winter edition of the Parish Magazine has now been printed and distributed for delivery.

5.3 Report from Highways & Maintenance Working Group:

The bank and ditch between the Garage and Vicarage in Lyneham has been cleared by Cllr T Webb.

5.4 Report from Young People and Families Working Group:

Football nets were erected by Mark Thrussell and are being used by teenagers.

5.5 Report from Memorials Working Group:

A first meeting of stakeholders and interested individuals regarding Memorials in Lyneham and Bradenstoke was held on Tuesday 25<sup>th</sup> October 2016 at 7.30 pm in St Michael's Church Hall, Lyneham. Thirteen people

attended representing Lyneham residents, Bradenstoke residents, MoD Lyneham, the Parish churches, specialist interests and the Parish Council. The Project Status document issued in September 2016 was extensively discussed, leading to a number of follow up actions agreed by those present. The general idea of compiling a publication in the form of a memorials trail in the Parish, to include descriptions of those memorials to which visitors could not have access, and to be ready in time for the centenary of the Armistice, that is by November 2018, met with enthusiastic approval. A draft of full notes of the discussions and action points are being distributed to those who attended for their amendments, if any, to be incorporated before wider distribution. A next meeting was scheduled for Tuesday 17th January 2017 to review progress.

#### 5.6 Report from Councillor J Webb re The Neighbourhood Plan:

The modification of the NEW-V neighbourhood area should have been discussed by all the parish councils by Nov 14<sup>th</sup> and Wiltshire Council are expecting to receive the consent forms shortly afterwards. We should be able to issue a decision about the Lyneham and Bradenstoke Neighbourhood area designation following that. So we are looking at a decision within the next 2 weeks.

#### **Item 6 - To consider the response from NHS England to the Parish Council's recommendation for an exploratory meeting to determine the next step.**

Cllr J Webb gave a brief history and an update on where the Parish Council are with establishing contact with NHS England regarding a GP Surgery for Lyneham:

Our previous Clerk had made contact with NHS England after she had been asked twice to do so. The local concern then was the New Court Surgery in RWB shrinking its catchment area to exclude most of Lyneham. The response from NHS England then (May 2014) was that they were considering the implications of a major development (300 houses) in RWB and 500 new individual family members moving into the area when MoD Lyneham reopens. The first factor equates to a 0.4 whole time equivalent (wte) GP, the second to 0.3 wte GP. The first development did not materialise (LEDA Properties/Tesco). No mention was made of the new estates of houses actually being built in RWB and Calne. We believe that these have had a significant effect on the availability of GPs to serve Lyneham and Bradenstoke - an example of incremental development failing to provide matching infrastructure.

When we were informed just before our October 2016 meeting that NHS England had rejected the possibility of a satellite GP surgery in Lyneham, we were also told that the MP and Wiltshire Councillor would challenge that decision. We agreed to put it on our agenda for this (November 2016) meeting. Our Clerk picked up the previous correspondence and wrote to ask for an exploratory meeting about how the Parish Council might assist the NHS in establishing current need. The response to that request has been positive with NHS England prepared to meet with Parish Councillors.

It was then proposed and resolved that the Clerk should continue to set up a meeting with NHS England and, if indicated as an outcome of that meeting, to present a plan to prepare and conduct a local needs survey working with NHS England.

#### **Item 7 – To consider the response to the enquiries made regarding the conduct of the Community Benefit Fund and to determine the next step.**

Cllr R Selby-Boothroyd gave a brief history and an update on where the Parish Council are with establishing more information on the Community Benefit Fund.

At the Parish Council meeting in January this year, a resident of Bradenstoke asked the Parish Council to investigate the terms of the Bradenstoke Solar Park Community Benefit Fund. The Parish Council at the meeting agreed to do so and the Clerk has attempted several times to engage in correspondence with first British Solar Renewables and later an organisation known as Community Energy Foundation Ltd in Dorset. It seems this organisation is in the business of managing community benefit funds on behalf of their sponsors, in this case the Defence Infrastructure Organisation.

At first the representative of Community Energy Foundation Ltd was quite helpful and although he did not attempt to answer many of the unanswered questions we had put to British Solar Renewables, he did explain that a bank account had been opened to enable the Fund to be managed and that signatories to that account had been authorised. He did not however, respond to the request for clear terms of reference for managing the Fund, which seems strange because a bank will want to be given these when a bank account is opened for charitable purposes.

Requests for further information about the progress of starting up the Community Benefit Fund have met with unhelpful responses verging on obstruction. The missing factor is the influence of the Defence Infrastructure Organisation, the identities of whose representatives have been withheld from the Parish Council. None of this helps the Parish Council fulfil its responsibility and its promise to inform its residents. It is ten months since we were asked to seek information by a resident who was obviously frustrated by the effect on Bradenstoke Village the badly planned enterprise only to hear that the benefit is to be shared across communities totally unaffected by it.

Cllr R Selby-Boothroyd then proposed the Clerk should write to the resident concerned, with the letter then to be published on our website, explaining the treatment the Parish Council has received with regard to the enquiries. He then further proposed that the Clerk be authorised to continue to request information about the

Fund and to press for full disclosure of the process from representatives of the Defence Infrastructure Organisation. The proposals were considered and formally resolved.

**Item 8 – Proposal to remove from the Parish Council Standing Orders a report from the Neighbourhood Police Team under Public Participation.**

The proposal to remove the requirement for a Neighbourhood Police Team Report from the Parish Council Standing Orders was considered and approved.

The Chairman reported that the Clerk has asked the Community Policing Team to let us know if there is anything the Parish Council can do to support them and we are awaiting a response. He then asked if there were any suggestions from Councillors on how we could practically improve engagement with the Community Policing Team. It was noted that it had been helpful to meet with the Community Police Team at Coffee mornings and fundraising events and also noted and appreciated that there was to be an increased presence to help resolve the anti social behaviour issues the village has experienced recently.

Cllr R Selby-Boothroyd discussed an issue regarding the former use of one of the quarters as a Police Office. Some time ago the Police had sought grant funding from the Area Board for 3 bicycles but it had been agreed that it would be pointless and potentially dangerous for Police officers to use a bicycle kept at Royal Wootton Bassett to patrol residential estates in Lyneham or Cricklade. It is believed the property in Lyneham would still be available to rent but some Police policy seems to be preventing it from being used. If it could be re-instated, as a Police Office, Cllr Selby-Boothroyd felt that while this would not impact on any increased Police presence relating to reducing ant social behaviour at night, local residents would appreciate the local police having a base to work from in this area, possibly using a bicycle. A proposal was then made that once the availability of the property and the cost of rent was established and the idea had been discussed with the Garrison representative, the Clerk should then write to the Police and Crime Commissioner putting the above point of view forward for consideration. This was considered and agreed.

**Item 9 – Finance**

9.1 Account Balances inclusive of all cheques written and deposits made - Current Account £44063.56  
Deposit Account – £58183.29

9.2

Cheque No	Payee	Amount
675	Play Safety – Play park inspection	184.80
676	T Evans – Expenses for Community Xmas Party Grant	50.00
677	Jam Print – Parish Magazines	794.00
678	Thames Water – Public Toilets	1.34
679	J Henly – Clerks Salary October	547.58
680	J Henly – Expenses for football nets and postage	94.53
681	Greatfield Nurseries – Winter flowers	49.87
682	A W Services Maintenance toilets and grass cutting	3578.93
	Money Received	Amount

9.3 It was noted that the Automatic Enrolment Duties and acknowledgement of the declaration of compliance has been sent to and accepted by the Pensions Regulator.

**Item 10 – Planning**

10.1 An update on planning applications had previously been distributed to members and was approved.

10.2 Planning application number 16/09372/FUL was considered. There was no objection to the application, however the Clerk was asked to highlight a concern over the vehicular access and visibility and asking if Highways considered whether it should be improved.

10.3 An Application has been submitted to name the new development at Edmonds Garage in Lyneham, Andrews Court. The application was considered and approved.

10.4 Planning application number 16/10045/FUL was considered. There was no objection to the application however the Clerk was asked to highlight the fact that the application states there are 9 parking spaces, which is incorrect and the parking spaces that are available are shared with Piggy’s restaurant next door.

**Item 11 – Exchange of Information.**

11.1 Cllr J Webb suggested that we keep the agenda to a minimum for the next meeting, as we would have the 2017-18 Budget and Precept request to consider.

11.2 Cllr R Selby-Boothroyd reported that he was becoming increasingly concerned about having to explain only partially why the Parish Council keep having to have confidential meetings. It was proposed, considered and resolved that the Clerk should ask the legal function of Wiltshire Council to expedite the resolution of the confidential issues before the Parish Council’s next meeting.

**Item 12 – Date of the Next Meeting**

The next meeting of Lyneham and Bradenstoke Parish Council is to be held on Tuesday 13<sup>th</sup> December 2016 in Lyneham Church Hall at 7.00pm.

**The meeting closed at 7.48pm**

Signed ..... Date .....

Chairman