

Draft Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 13th September 2016 in Lyneham Church Hall at 7.00pm.

Present

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

There were 5 members of the public present.

Welcome

The Chairman welcomed all present to the meeting.

1) Capt. Lee McCrum from the MoD introduced himself and said he would be attending the Parish Council meetings for the next 3 years.

Capt McCrum raised a number of issues for consideration by the Parish Council:

a) The CATG Issue put forward by MoD regarding the safety issue of the crossing outside the main gates of MoD Lyneham: Members confirmed this was on the agenda for this evenings meeting.

b) Military training at the MoD school and wishing to extend the hours for shooting practice: Capt McCrum was advised to check with Wiltshire Council as to whether a change to Planning Conditions would need to be applied for.

c) Capt McCrum said he would look into why some of the grass and certain hedges had not been cut around the Parish that usually have been done by now. He would also ask if the grass could be cleared from the wild meadow area. Finally he agreed to raise the issue of litter on camp and around the quarters.

2) There was no report from the Neighbourhood Police Team

3) Cllr Allison Bucknell had sent apologies, as she is on holiday; a brief report had been received by the Clerk and was read out by the Chairman:

a) BSR grid connection/Community Benefit Fund -This is currently looking like a late September connection.

b) Network Rail - I was hoping to have an update by now about the Skew Bridge situation however this is not yet available. I am informed that Network Rail is aiming to reopen Broad Town on 21st October 2016 but this date is not yet firmed up.

c) All other issues are still ongoing as per my report in August.

4) The Chairman invited comments from members of the public present on items listed on the Agenda.

The new procedure for Public Participation time was also covered in a statement read out by the Chairman.

Mr Marshall seemed a little confused over the new procedure so it was agreed a copy of the statement read out by the Chairman would be sent to Mr Marshall and added to the web site.

Item 1 - Apologies for absence

Apologies were received from Cllrs J Pollard and R Selby-Boothroyd

Item 2 – Declaration of Interest in items on the Agenda

2.1 Cllrs R Gill, D Lambourne and L Thrussell declared an interest in item 12e on the Agenda as they are all Allotment Tenants. This declaration was made later in the meeting but is recorded here for clarification.

2.1 Cllr J Selby-Boothroyd declared an interest in items 13d and 13f as both properties are close to where she lives. These declarations were made later in the meeting but are recorded here for clarification.

Item 3 – Approval of Minutes from the previous meeting

Minutes of the Parish Council meeting held on Tuesday 9th August 2016 and the confidential minutes of the meeting that followed were approved by those present and signed by the Chairman.

Item 4 – Review and Amend the Lyneham and Bradenstoke Parish Council Standing Orders

The Lyneham and Bradenstoke Parish Council Standing Orders had previously been circulated to members with suggested amendments. The document was reviewed and the amendments approved by all members present.

Item 5 – To receive items on the Clerk's Report

5.1 Responded to Mr Marshall's untrue accusations made in a public meeting that the Clerk and the Chairman had not replied to his e-mails. Copies of all responses sent by Clerk and the Chairman were sent once again to Mr Marshall and also printed and sent to him by post.

5.2 Contacted Sharples Tree Services to ask why deadwood in trees had not been highlighted in the last two tree survey reports, especially as the last one was only carried out in January this year. He has responded by saying he will investigate the matter and come back to us soon.

5.3 Sent a letter to MoD copied to Wiltshire Council expressing the Parish Council concern that MoD wish all land owned by them to be excluded from the Neighbourhood Plan Area, further correspondence has continued with MoD.

- 5.3 Instructed Franklins Garden Services to carry out the necessary tree work on The Green in Lyneham as soon as Wiltshire Council have approved the application.
- 5.5 Sent in comments to Wiltshire Council Planning Department on planning applications discussed at the August meeting.
- 5.6 Obtained a quote regarding a parking sign to be installed at the Village Hall in Lyneham relating to the tarmacked area.
- 5.7 Liaised with Sovereign Play Parks regarding the replacement cross beam to be installed for the zip wire at the Bradenstoke Play Park.
- 5.8 Received a response from Marcia Glass regarding Parish Council attendance at the Business Buddies meetings. It was confirmed Business Buddies do not consider it necessary for the Parish Council to attend any further meetings. Business Buddies would be happy to add a link on their web site to the Parish Council web site.
- 5.9 Contacted Thames Water to report a leak outside of the take away restaurants in Lyneham. The leak has now been repaired.
- 5.10 Contacted all Allotment Tenants to confirm if they will be renewing their allotment agreements this year in October.
- 5.11 Sent all the new tenancy agreements to current allotment tenants who have indicated they will be renewing their contracts.
- 5.12 Liaised with Thames Water regarding the water connection to the Allotments. Thames Water could not find the mains connection point so the connection has been delayed until later this month.
- 5.13 Requested that WC repaint the zebra crossing and white zig zag road markings on the crossing outside the main gates of the MoD site. The Clerk was told there was limited budget for this work unless it was considered a road safety issue. The Clerk had informed Wiltshire Council that there had been a serious accident on this crossing recently so therefore considered it to be a high priority.
- 5.14 Requested that WC re-instate the 30mph sign that was knocked down recently by a vehicle coming off the road on the A3102 coming from Goatacre towards Lyneham. The Clerk was informed the matter was in hand by Wiltshire Council.

Item 6 – To receive update reports from working groups, committees and representative members of outside bodies.

6.1 Report from the Allotment Working Group:

There are still currently allotments available to rent.

6.2 Report from Communications Working Group:

- a) Preparation for the Winter Edition of the Parish Magazine has started.
- b) Cllr Thrussell reported that any items or advertisements for the Winter Edition of the Magazine should be sent to her no later than 25th September.

6.3 Report from the Open Spaces Working Group:

- a) Concrete Plinths have been laid in preparation for the new benches to be fitted.
- b) Cllr Gill fitted the new benches to the above plinths.
- c) A concrete path was laid leading into the Dog Walking Field in Bradenstoke.

6.4 Report from Highways & Maintenance Working Group:

Flower beds have been regularly deadheaded and watered, some autumn/winter planting has already begun.

6.5 Report from Young People and Families Working Group:

Cllrs Thrussell and Digman painted some of the older equipment in the Pound Close Play Park. We are awaiting the ROSPA inspection report before painting any more equipment.

6.7 An issue raised by the MoD with CATG no 4797 was discussed regarding improving road safety of the pedestrian crossing outside of the main gates of MoD Lyneham. It was resolved to support the application.

6.8 Report on the CATG meeting, 1st September 2016.

- a) Freight management assessments.

The winning scheme was in the South of the County. None of the three schemes put forward by our area got anywhere, but a request for a weight limit review on the A3102 between Lyneham and Calne did make it to be one of the reserves.

- b) Waiting and parking restriction review.

Nothing will happen this year, but one of the selected towns/parishes is the one described as Northern Parishes, which includes one request in our Parish. It is described as Greenfields. Given that the roads on the Greenfields Estate are private roads, I assume that this refers to a request for single or double yellow lines on the B4069 near the entrance of the site.

c) It was also pointed out that there is no finance this year for white line repainting, or replacing broken signs, unless there are serious safety implications. Although they could come out of the CATG budget with up to 50% contribution from Parish or town councils.

- d) Local issues.

i) Issue 4465 – HGV's driving in to, and getting stuck in Bradenstoke via C124.

The Chairman asked for the minutes of our meeting where it was discussed and supported, this has been sent to him along with the minutes for the next two issues.

ii) Issue 4638 a resubmission of issue 1860, the request for a speed limit review on the C124 into Bradenstoke; and issue 4639 the request for an assessment of the feasibility of a crossing near Edmund's garage these were not discussed as they had not been added to the agenda. Although the Chairman did apologise on behalf of Wiltshire Council for the fact that it took three months for them to notify Cllr J Webb that they were not on the list.

iii) Issue 4797, which has been discussed tonight, was not on the agenda at the CATG Meeting and will be put forward for the next meeting in January.

e) The Parish Council resolved to support issue 4797 put forward by the MoD for consideration at the next CATG Meeting.

Item 7 – To receive an update from Cllr J Selby-Boothroyd on progress towards a Memorials project and approve a letter to be sent to interested parties regarding memorials.

7.1 Cllr J Selby-Boothroyd gave a brief overview of suggested ideas for moving forward with the Memorial Project. These ideas will be discussed at a meeting that has been arranged for Tuesday 25th October at St Michael's Church Hall Lyneham for a 7.30pm start.

7.2 A draft letter inviting interested parties to attend the meeting had previously been distributed for approval by the Council. It was agreed the Clerk would transfer the letter onto headed paper and send it back to Cllr J Selby-Boothroyd for distribution.

Item 8 – To discuss the litter problem in the Parish and discuss potential solutions.

MoD was thanked for providing a workforce of soldiers to help clear litter and tidy up the Churchyard in Lyneham.

Cllr J Selby-Boothroyd suggested there are 3 main areas of concern where litter is a problem:

a) The plastic gloves used in the garage, keep flying out of the glove dispensers and there is a concern they will block the drains as well as making the place look untidy. Cllr J Selby-Boothroyd will approach the manager of the garage to bring the matter to their attention.

b) Take away containers being discarded out of car windows or dropped as people walk home.

c) Beer cans sold at the pubs being dropped on the verges and thrown into hedges.

Cllrs J Selby-Boothroyd and Thrussell gave a report on possible solutions to help resolve the litter problem in the Parish. Prices will be sought before the next meeting to replace the Britain in Bloom signs with Anti-Litter signs. The Clerk will make this an Agenda item for the next meeting.

A name for the campaign was suggested The ROSE Campaign – Respect Our Streets and Environment.

It was agreed litter droppers should be challenged and, if thought to be soldiers, their name, rank and number should be requested, as the MoD would deal with the matter once reported.

Item 9 – To discuss and determine the permanent positioning of the log seats on The Green following the installation of the new benches

The Chairman thanked all the volunteers involved with installing the new benches in Lyneham. A discussion was held regarding re-siting one of the old log seats that had been moved to make room for the new benches. It was resolved to move the log seat from its current position to next to the bus shelter by the Garage. This will then provide seating for those waiting for the bus.

Item 10 – To make comment on the Christian Malford Neighbourhood Plan

Members commented on how long the Neighbourhood Plan was but felt there were no issues to raise on behalf of Lyneham and Bradenstoke Parish Council.

Item 11 – To approve answers to the questionnaire sent from Alex Smith on 'Your Parish, Your Community' for discussion at the next Area Board meeting.

A draft copy of comments put forward to be included in the survey were approved unanimously.

Item 12 – Finance

12.1 Account Balances inclusive of all cheques written and deposits made - Current Account £29161.73

Deposit Account – £58178.15

12.2

Cheque No	Payee	Amount
660	Bradenstoke Village Hall – Grant Award	800.00
661	Jam Print – Summer Magazine	615.00
662	Lynn Thrussell – BinB and Allotments	96.70
663	Thames Water - Toilets	29.54
664	Information Commissioner – Annual Subscription	35.00
665	J Henly – Clerks Salary August	547.58
666	J Henly – Paint for Play Park and Stationery	40.26

667	R Gill – Materials for water installation at Allotments	249.56
	Money Received	Amount

12.3 Funding of £76.25 was approved for the purchase of a new sign to be erected outside the Village Hall stating no overnight parking is allowed and no heavy vehicles are allowed on the area at any time.

12.4 An allotment budget of £300.00 for the purchase of covers for unused allotments should they become available and general maintenance issues that may arise was considered and approved.

12.5 It was resolved to appoint A W Services to cut back the severely overgrown hedge leading into the allotments from the Church Park area. A quote had previously been received for £100.00.

Item 13 – Planning

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

13.2 Planning application number 16/07307/FUL - Deletion of side windows overlooking boundary, revised rear bedroom window incorporating bay window seat amendment to 15/04462/FUL 5 Boundary Close Bradenstoke was considered. There were no objections.

13.3 Planning application number 16/07447/FUL – Two storey rear extension and addition of porch 24 Lancaster Square was considered. Concern was raised that if this application was approved it could set a precedent and that other 2 bedroomed homes in that area would be extended to 4 bedroomed homes decreasing the availability of smaller homes in the Parish. Although this is not a recognised reason for objection the Clerk was asked to bring it to the attention of the Planning Officer.

13.4 Planning application number 16/08053/FUL – Single storey rear extension 78 The Green Lyneham was considered. There were no objections.

13.5 Planning application number 16/07505/FUL – Proposed Velux windows Bradenstoke Methodist Church was considered. Members objected to this application as they would be a loss of privacy for neighbouring property and also as the building was in a conservation area the appearance of Velux windows would not be in keeping with the surrounding area.

13.6 Planning application number 16/08267/FUL – Two storey extension (Revision of 16/033354/FUL) 75 South View, The Green Lyneham was considered. There was no objection to the smaller porch but there were still concerns regarding the access to the property that had been raised on the previous application.

Item 14 – Exchange of Information.

14.1 Cllr J Selby-Boothroyd asked if the Parish Council should invest in a recording device for the Parish Council meetings. It was agreed to ask Cllr Pollard to research a suitable device and have a price ready for the next meeting.

14.2 Cllr Digman raised a concern over whether the Parish Councillors should be doing so much volunteer work in the Community or whether the Parish Council should be paying for more of the work to be carried out by contractors.

The Chairman thanked the Birchell brothers for all the support that had been given in cutting the hedges throughout Bradenstoke and the staff supplied to help install the water pipe to the Allotments. This support is very much appreciated not only by the Parish Council but by the community as well.

14.3 Cllr Lambourne reported that there was an Allotment meeting scheduled for 26th September at Bradenstoke Village Hall and said he would report back after the meeting.

14.4 The Clerk had been sent two requests for consideration by the Council and would add them to the agenda for the next meeting.

a) Scott O-Toole had sent a petition requesting that nets be fitted to the Goal Posts in the Bradenstoke Playing Field so that the younger members of the community could play a proper game of football. A cost for nets will be obtained for consideration at the next meeting and the report on the state of the goal posts would also need to be considered following the ROSPA Safety Inspection.

b) Jenny May requested that the cost of putting on a Community First Aid Course be considered for the Parish. Details would be sought for discussion at the next meeting.

14.5 Cllr J Webb requested that the Neighbourhood Plan should be added to the Agenda for the next meeting as hopefully there would be news to report by then.

Item 15 – Date of the Next Meeting

The next meeting of Lyneham and Bradenstoke Parish Council is to be held on Tuesday 11th October 2016 in Lyneham Church Hall at 7.00pm.

Item 16 – Resolve to exclude the Press and Public

It was resolved to exclude the press and public from the last item on the agenda in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960. To determine an issue which Wiltshire Council has deemed confidential.

The meeting was then adjourned

The minutes for the above item are to be treated as confidential and will be filed separately to the main minutes.

Signed Date
Chairman