



## Clerk to Council: Elizabeth Martin

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Ivy House  
72 The Green  
Poulshot  
SN10 1RT

3<sup>rd</sup> February 2022

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 8<sup>th</sup> February 2022 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/3omB7R8>

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](mailto: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](http://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 14<sup>th</sup> December 2021.
- 4 CHAIR'S ANNOUNCEMENTS
- 5 PLANNING
  - a. To receive the latest Planning Report
  - b. To receive an update on WALPA (Cllr. Green)
  - c. To consider the following planning requests: -

[PL/2022/00648](#)

#### **Proposal**

Proposed detached single garage

#### **Site Address**

Lyneham Farm  
Hilmarton Road  
Lyneham  
SN11 9JB

#### **Application Type**

Full Planning Permission

#### **Deadline**

24<sup>th</sup> February 2022



[PL/2021/11754](#)

**Proposal**

Erection of conservatory

**Site Address**

8 Bakers Field, Lyneham, Chippenham, SN15 4NN

**Application Type**

Household Planning Permission

**Deadline**

9<sup>th</sup> February 2022

[PL/2021/11690](#)

**Proposal**

Development of 3 single living accommodation blocks to accommodate the relocation of personnel and operations. Brick appearance and pitched roofs with photovoltaic panels, associated cycle stores, bin stores and boot wash facilities.

**Site Address**

MOD Lyneham, Calne, Road, Lyneham, Chippenham, Wilts, SN15 4XX

**Application Type**

Full Planning Permission

**Deadline**

3<sup>rd</sup> February 2022 (Extension Granted to the 9<sup>th</sup>)

[PL/2021/09817](#)

**Proposal**

Approval of Reserved Matters pursuant to outline planning permission 20/02387/OUT 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.

**Site Address**

Land at Pound Farm, South View, Lyneham

**Application Type**

Approval of reserved matters

**Deadline**

23<sup>rd</sup> February 2022



[PL/2022/00830](#)

**Proposal**

Proposed Domestic Garage / Storage

**Site Address**

17 The Banks, Lyneham, SN15 4NS

**Application Type**

Householder Planning Permission

**Deadline**

3<sup>rd</sup> March 2022

**6 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**

- a. Tree Report
- b. Bradenstoke Resurfacing Work (Play Park and Noticeboard)
- c. Local Council Award Scheme
- d. Banking Arrangements Update

**7 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**

- a. Flower Beds Working Group, Cllr Green
- b. Allotment Working Group, Cllr Glover
  - (i) To Consider and Agree an amendment be made to the Allotment Contract to prohibit dogs on site (with effect, October 2022)
- c. Open Spaces & Play Areas Working Group, Cllr Ball
- d. Neighbourhood Development Plan Update, Cllr Jones
  - (i) To Consider the dissolution of the NDP Group in favour of the Planning Committee's management of the plan (as per Terms Of Reference)
- 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
- h. War Memorial Working Group Update, Cllr Green
- i. Emergency Plan Working Group, Cllr Leuty
- j. Highways and Maintenance Working Group, Cllr Ball
  - (i) To receive an update on costings for the Hollow Way Footpath
- k. Community Area 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
- n. Parish Steward, Cllr Green

**8 TO REVIEW THE FLOWER BEDS CONTRACT PRIOR TO QUOTE REQUEST**

**9 TO CONSIDER AND AGREE THE TOILET CLEANING CONTRACT COMMENCING APRIL 1<sup>ST</sup> 2022 FOR THREE YEARS.**

**10 TO CONSIDER AND AGREE THE GROUNDS MAINTENANCE (GRASS CUTTING) CONTRACT COMMENCING APRIL 1<sup>ST</sup> 2022 FOR THREE YEARS.**

**11 TO CONSIDER AND AGREE A METRO-COUNT / TRAFFIC SURVEY REQUEST FOR BRADENSTOKE (SPEED LIMIT REDUCTION ANALYSIS)**

**12 FINANCE MATTERS**

- a. To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3
- b. To Receive For Information, Disbursements Made Since The Last Meeting
- c. To Consider And Approve The Schedule Of Forthcoming Payments
- d. To Receive The Bank Reconciliations As Presented
- e. To Review and Agree Banking Signatories and Reviewers (non-signers)

**13 TO DISCUSS THE ENGAGEMENT MEETING WITH THE LYNEHAM COMMUNITY**

**14 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**

**15 TO CONSIDER ITEMS OF MAINTENANCE**

**16 KEY MESSAGES & PERFORMANCE REVIEW**

- a. To Review a Summary Of The Meeting's Key Points & Messages To The Public
- b. To Review The Parish Council's OKR Dashboard

**17 NEXT MEETING**

To Note the next meeting of the Full Council, will be Tuesday 8<sup>th</sup> March 2022 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.