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PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Lyneham & Bradenstoke Parish Council held at Lyneham Village Hall on Monday 9th July 2024 commencing at 7:00pm.

MEMBERS PRESENT: Stuart Bernard [SB], Shendie Green [SG], Rod Gill [RG1], Ron Glover [RG2], David Leuty [DL]

OFFICER PRESENT: Elizabeth Martin [EM], Clerk to the Council

CHAIR: Stuart Bernard [SB]

APOLOGIES: Frank Ball [FB], John Williams [JW]

ABSENT: Nil

Full Council Meeting Commenced: 19:13

CM24/142 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
Apologies received from Cllr. John Williams [JW], and Frank Ball [FB]
Proposed [SB]. Seconded RG [2]. Agreed.

IT WAS RESOLVED THAT The Absence Of Cllr Frank Ball and Cllr John Williams Apologies Be Approved.

CM24/143 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
RG2 declared an interest CM24/169

CM24/144 **MINUTES OF THE PREVIOUS MEETING, 17TH JUNE 2024**
Proposed RG2. Seconded SG. DL abstained due to absence. Agreed.

Amendments Proposed:

CM24/107. Cesspit (not Septic Tank)

CM24/128. Proposer FB (not SB)

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 17th June 2024 Be Accepted With Amendments Agreed And Documented From The Meeting.



CM24/145 **CHAIRS ANNOUNCEMENTS**

None

CM24/146 **TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**

Items In The Clerks Report Are Covered In The Agenda.

CM24/147 **TO REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS**

The clerk provided updates on the following outstanding actions:

- Dog park signage - Still waiting to contact Highways department.
- Quote for new fencing at the dog park being sought.
- Mare's tail weed removal – Handyman has been asked to apply treatment.
- Hanging flower baskets - Still need to meet on this before September for budgeting purposes.
- Banking information as discussed CM24/127
- Toilet block improvements – Update on the agenda.
- Notice boards – Update on this agenda.
- Clearing brambles near church lane - Still awaiting response from MOD completing this work.
- New ditch work on The Green and in Lyneham - The clerk met with Kevin Isles and Frank to review locations. A works list is forthcoming.
- Materials for 3 garden beds at Bradenstoke play park have been delivered, 1 more delivery outstanding
- Play Park signage for Pound Close – Wiltshire has approved the location. The Clerk to order the agreed signage.
- Play Park RoSPA/maintenance checks - Awaiting response from contractor. RoSPA checks agreed for September 2024.
- Outdoor gym equipment project – EM liaising with Wiltshire Planning.
- Defibrillators for Lyneham and Bradenstoke - Update on the agenda.
- A concern was raised that a large tree next to the toilet block has branches overhanging the roof, which may have caused previous leaks. EM to organise, subject to confirmation of ownership.
- An additional item raised was the need to get a sign made for the Holloway wildflower area. Artwork has been received. Style of signs to be discussed for agreement in the September meeting.



- CM24/148 **PLANNING**
- CM24/149 **To Consider The Following Planning Requests**
No Applications To Be Considered
- CM24/150 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**
- CM24/151 **Allotment Working Group**
The Council was made aware that the chickens at the allotment site are no longer on site. No further discussions have been taken.
- CM24/152 **Open Spaces & Play Areas Working Group**
- CM24/153 **To Receive An Update On The Placement Of Additional Seating To Be Placed On The Green In Lyneham To Encourage The Local Residents To “Walk and Talk”**
The Council requires additional information before a decision is taken on this initiative. SG and RG1 will review additional options before bringing back to the Full Council. No updates to provide, the initiative will be postponed.
- CM24/154 **To Discuss Future Plans Regarding The Dog Park**
The dog park fencing is failing. The Council is undertaking discovery on the costs to replace the fencing and bring the park into appropriate code to provide a safe environment for the public and pets. Members of the public have also expressed a desire to provide an area for dogs that would prefer to exercise alone. The Council will be reviewing options of amendment to the dog field layout to be brought back to Full Council.
- CM24/155 **To Review And Agree The Purchase Of One Notice Board At The Cost Of £1952.71 incl VAT For The Allotment Site**
Proposed RG2. Seconded SG. Agreed
RG2 has agreed to take delivery of the notice boards
IT WAS RESOLVED THAT The Council Agree The Purchase Of One Notice Board At The Cost Of £1952.71 Inc VAT For The Allotment Site Agreed From CIL Funds Be Approved.
- CM24/156 **Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**
Next Meeting: 12th July 12-1pm
RG2 To Attend On Behalf Of The Council
- CM24/157 **Royal Wootton Bassett & Cricklade Area Board Update**
Next Meeting: 9th October 2024, Purton



<https://cms.wiltshire.gov.uk/mgCommitteeDetails.aspx?ID=174>

- CM24/158 **Public Relations And Communications Working Group**
No Report
- CM24/159 **Parish Steward**
Action: Bus shelter review to be undertaken by the Council before September.

The Parish Steward has been out to complete specific jobs in the Parishes. The frequency of attendance has been interrupted due to high priorities in Wiltshire redirecting the workload. August no planned Parish Steward activity is scheduled.

Any additional tasks for the steward should be submitted to the Parish Clerk and SG or where appropriate issues may continue to be reported on the Mywiltsapp <https://www.wiltshire.gov.uk/mywilts-online-reporting>
- CM24/160 **Defibrillator Working Group**
EM has received on quote for a new defibrillator at Andrew’s Court, from the existing supplier used for the initial three units. EM to provide an additional two quotes for the September meeting.
- CM24/161 **Local Highways and Footpath Improvement Group (LHFIG, Formally, CATG)**
Next Meeting Date 11th September 2024, Online
- CM24/162 **TO RECEIVE AN UPDATE ON THE B4069**
Work on the B4069 is beginning. There is a “meet the contractor” event at Bradenstoke Village Hall on 15th July 2024, between 4pm – 7pm. All are welcomed to attend. Tea/coffee and cake will be available for sale in support of the Village Hall.
- CM24/163 **THE FINANCE MATTERS**
- CM24/164 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3**
No actions taken.
- CM24/165 **To Receive For Information, Disbursements Made Since The Last Meeting**
Disbursements received as presented and will be attached as part of the minutes.
- CM24/166 **To Consider And Approve The Schedule Of Forthcoming Payments**
Proposed SB. Seconded RG2. Agreed



Only standard planned payments and direct debits are expected before the next meeting.

IT WAS RESOLVED THAT The Schedule Of Forthcoming Payments Be Deferred to the September meeting.

CM24/167 **To Receive The Bank Reconciliations As Presented**

Proposed SB. Seconded RG2. Agreed

IT WAS RESOLVED THAT The Bank Reconciliations Be Deferred To The September Meeting.

CM24/168 **To Consider And Agree To Retain The Services Of Auditing Solutions As The Council's Internal Auditors For The Forthcoming Year, £385 Plus VAT**

Proposed SB. Seconded SG. Agreed

IT WAS RESOLVED THAT The Council Retain The Services Of Auditing Solutions As The Council's Internal Auditor For The Forthcoming Year, At £385 Plus VAT.

CM24/169 **TO DISCUSS AND AGREE NEXT STEPS FOR THE PUBLIC TOILETS**

The Council discussed potential plans for the refurbishment of the public toilet block in Lyneham. The Council has agreed to a public consultation and to engage in the tendering process for refurbishment of the public toilets.

CM24/170 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**

Wildfire Notice - 21st June

Dedication Service St Michael's, Stained Glass for REME – 27th June

Minutes For Northern Area Planning Committee – 3rd July

Town And Parish Council Planning Forum June 2024 – 9th July

Operational Flooding Group Meeting Details/Notes – 9th July

The Gypsies and Travellers Development Plan - 9th July

CM24/171 **TO CONSIDER ITEMS OF MAINTENANCE**

None to Report for this meeting

CM24/172 **TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC**

The work on the Lyneham Banks has started with a projected completion time of 6-12 months.

The Parish Council awaits information from the MOD to progress the agreed drainage solution at the allotment site in Bradenstoke.



The Parish Council has paused work on the initiative for additional seating on the A3102.

The Council has agreed to undertake discovery for improvements at the Dog Park in Bradenstoke. They will primarily be looking at new fencing and potential new layout to allow safe space for those who wish to exercise alone.

The Parish Council has agreed a new notice board for installation at the allotments site in Bradenstoke.

The Parish Council has agreed an additional placement for a new defibrillator at Andrews Court. The Council is obtaining appropriate quotes for the unit.

The Council has agreed to a public consultation and to engage in the tendering process for refurbishment of the public toilets.

CM24/173

NEXT MEETING

The next Full Parish Council meeting will be held on Tuesday 10th September 2024 at 7pm, at Lynham Village Hall.

Meeting closed 20:34

CM24/174

IN VIEW OF THE CONFIDENTIALITY OF THE FOLLOWING ITEMS, TO CONSIDER A RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, IN ORDER TO DISCUSS THE ITEMS IN ACCORDANCE WITH STANDING ORDER 3(D)

Proposed SB. Seconded RG2. Agreed.

IT WAS RESOLVED THAT In View Of The Confidentiality Of The Following Items, That The Press And Public Be Excluded From The Meeting In Accordance With The Public Bodies (Admission To Meetings) Act 1960, In Order To Discuss The Items In Accordance With Standing Order 3(D)

Session Opened at 20:12

CM24/175

TO RECEIVE AN UPDATE AND TO DISCUSS AND AGREE NEXT STEPS REGARDING THE SECTION 38 APPLICATION, GREEN FARM

An update was provided on the upcoming new Section 38 application regarding Green Farm, which will address the previous inspector's concerns. The compensation land originally offered is still on the table in exchange for the council's support.

After discussion, the council agreed to maintain its supportive stance on the new application, consistent with the previous one.

CM24/176

TO RECEIVE AN UPDATE ON THE D2 LAND AT POUND FARM

The Clerk provided an update that the legal costs quoted for the transfer of the D2 land at Pound Farm.

Closed Session Ended: 20:21

Summary of Public Participation Section

Public Participation Section Commenced 19:03

Parish Council Chairman, Cllr. Stuart Bernard opened the meeting and invited participation from the public.

Report from Wiltshire Council

Cllr. Allison Bucknell provided a written report which was discussed and is attached to these minutes.

MOD Lyneham Report

Apologies accepted from Lt. Col. Paul Jordan. His message was read out.

- *Lighting on the 3102 perimeter. MOD Lyneham are in the process of purchasing new heads and will fit them when capacity allows.*
- *Antisocial behaviour (noise). Complaints have been addressed internally by me personally with both the complainants and offenders. My duty team have been instructed to act in a professional manner at all times and has the riot act to them regarding maintaining good relations with our neighbours.*
- *Ref the gully enhancements at the north end of site (Church Park), my team are still waiting for the statement of known hazards from DIO. Once in we will liaise with Luke and his team to progress as part of a 'good neighbourly' initiative.*
- *Avon Grove Wood, you will have received as much detail as me in the e-mail from Richard Tucker. "Wiltshire Council have just issued a further license for Temporary Closure of: Bridleway 9 (Part) and Bridleway 49 (Part), Bremhill and Bridleway 36 (Part), Lyneham (28.06.2024) for a further six months. (as of last Thursday, notices have yet to be displayed). The following warning notices were lying on the ground. Entrance to the footpath is wide open at both ends and any attempt to use the footpath is very dangerous" I assume the notices are now displayed, lets hope that they remain in place and are not deliberately removed which has been the practice of some up to now.*

PCSO



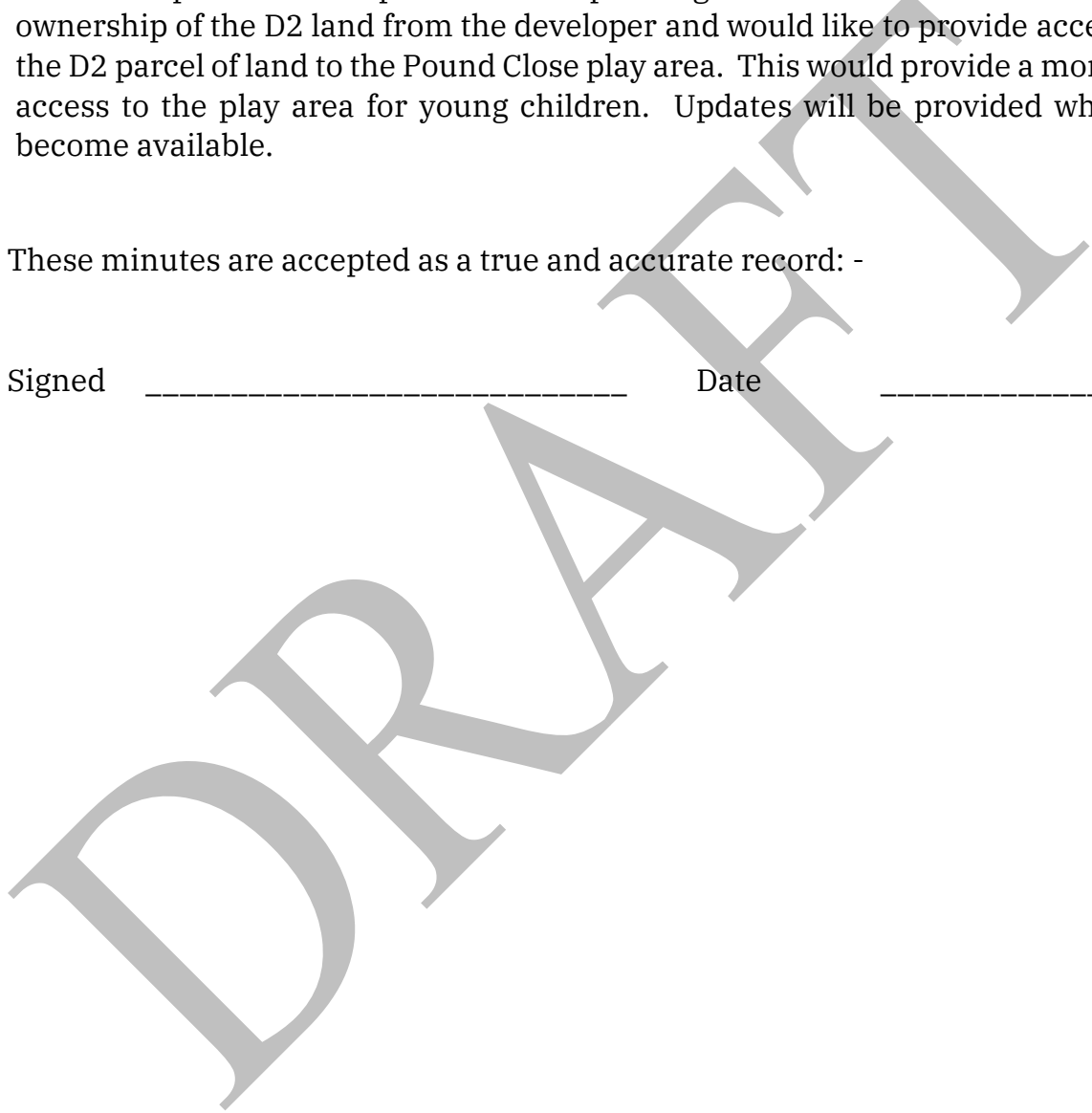
No Report, No PCSO in attendance. Documents from Wiltshire Police communications may be found here: <https://www.lynehamandbradenstoke-pc.gov.uk/community/lyneham-and-bradenstoke-parish-council-16223/full-council-meeting-9th-july-2024/>

Other Public Items Discussed.

The Council received an email from a member of the public asking for information regarding the D2 land and requesting gate access from Brook Close to Pound Close. EM has responded to the parishioner explaining that the Council would like to take ownership of the D2 land from the developer and would like to provide access from the D2 parcel of land to the Pound Close play area. This would provide a more direct access to the play area for young children. Updates will be provided when they become available.

These minutes are accepted as a true and accurate record: -

Signed _____ Date _____



LYNEHAM & BRADENSTOKE PARISH COUNCIL MEETING – FULL COUNCIL MEETING
PAYMENT SCHEDULE



Payment Number	Payee	Inv Date	Payment Date	Auto Pay	Amount	Inv Number	Description	Vatable
2010579	Castle Water		17-May	Yes	£ 17.40		Water Fee	No
2010580	Charlton Baker		20-May	Yes	£ 18.50		Payroll Fee	Yes
2010581	Hugo Fox		28-May	Yes	£ 11.99		Website	Yes
2010582	Eon Next		29-May	Yes	£ 76.56		Electricity	No
2010583	HMRC		04-Jun	No			Q1 PAYE	No
2010584	Frank Ball		04-Jun	No	£ 51.86		SID Exp	Yes
2010585	Elizabeth Martin Salary		04-Jun	No			Salary May	No
2010586	Microsoft (EM)		04-Jun	No	£ 70.08		Microsoft May	Yes
2010587	Virtual Landline (EM)		04-Jun	No	£ 9.80		Virtual Landline	Yes
2010588	Rialtas		04-Jun	No	£ 682.80	31601	Rialtas Software	Yes
2010589	Lyneham VH		04-Jun	No	£ 36.00	23	Hall Hire	No
2010590	Dean Garnett		04-Jun	No	£ 250.00	29.04	Handyman Services	No
2010591	Lyneham VH		04-Jun	No	£ 12.00	14	Hall Hire	No
2010592	Kevin Isles		04-Jun	No	£ 3,540.00	3815	Grounds	No
2010593	Nest		07-Jun	Yes	£ 130.46		Pension May	No
2010594	Elizabeth Martin Exp		12-Jun	No	£ 443.87		EM Exp Flowerbeds	Yes
2010595	Landscape Supplies Direct		12-Jun	No	£ 114.73		Flowerbed Stone	Yes
2010596	Dean Garnett		12-Jun	No	£ 250.00	3	Handyman Services	No
2010597	Booth & Son		12-Jun	No	£ 558.00	61398490	SID Pole	Yes
2010598	Kevin Isles		12-Jun	No	£ 1,080.00	3869	Ground Work	No
2010599	Franklins		12-Jun	No	£ 3,250.00	557	Trees	No
2010600	Crapper & Sons		12-Jun	No	£ 75.00		Flowerbed Soil	Yes
2010601	ICO		16-Sep	No	£ 40.00		Membership	No
2010602	Open Spaces Society		29-Sep	No	£ 45.00		Membership	No
2010603	WALC		18-Jun	No	£ 1,129.99		WALC Membership	Yes
2010604	Microsoft (EM)		18-Jun	No	£ 70.08		Microsoft June	Yes
2010605	RKM Construction		28-Jun	No	£ 456.00		Toilet Cleaning	No
2010606	Auditing Solutions		18-Jun	No	£ 450.00		Audit 23/24	Yes
2010607	Elizabeth Martin Salary		26-Jun	No			Salary June	No
2010608	Castle Water		19-Jun	Yes	£ 17.58		Water Fee	No
2010609	Eon Next		21-Jun	Yes	£ 60.70		Electricity	No
2010610	Eon Next		21-Jun	Yes	£ 69.81		Electricity	No
2010611	Hugo Fox		26-Jun	Yes	£ 11.99		Website	Yes
2010612	Elizabeth Martin Salary		26-Jun	No			Salary July	No
2010613	RKM Construction			No	£ 456.00		Toilet Cleaning	No
2010614	Unity Trust		30-Jun	Yes	£ 25.80		Service Charge	No
2010615	Nest		09-Jul	Yes	£ 108.06		Pension June	No
2010616	Dean Garrett		09-Jul	No	£ 500.00	Inv 4	Handyman	No
2010617	Susan Thompson		09-Jul	No	£ 29.48	Flowerbed	Flowers	No
2010618	Sydenhams		09-Jul	No	£ 116.40	37L29678	Flower Beds	Yes
2010619	Bradenstoke Village Hall		09-Jul	No	£ 20.00	20353	Village Hall Hire	No
2010620	Kevin Isles		09-Jul	No	£ 1,080.00	3901	June Grounds	No
2010621	RKM Construction		29-Jul	No	£ 456.00		Toilet Cleaning	No
2010622	Microsoft (EM)		18-Jul	No	£ 70.08		Microsoft July	Yes
2010623	Eon Next			Yes			Electricity	No
2010624	Hugo Fox			Yes			Website	No
2010625	Kevin Isles			No			July Grounds	No



Update for Lyneham and Bradenstoke Parish Council July 2024

Wiltshire Council

Area Boards Meeting

The next Area Board meeting will be 9th October 2024 in Purton.

Local Highway and Footway Improvement Group (LHFIG).

Next meeting

6pm Wednesday 11th September 2024 (Online via Microsoft Teams)

Community Safety Forum

Next meeting will be Friday 12th July, speaker will be Sarah Holden from Wiltshire Police Road safety team..

Local

Lyneham Banks

Work commences 8th July 2024.

Meet the contractor event 15th July 1600-1900 Bradenstoke Village Hall.

First newsletter has been sent out.

e-mail to contact Octavius is lynehambanksproject@octavius.co.uk

e-mail to Wiltshire Council is lynehambanks@wiltshire.gov.uk for all correspondence..

White Hart Pub

I have met with the owner regarding security and tidying up of the White Hart premises. Work is scheduled this month to remove weeds .

There is still the intention to submit a planning application for a maximum of 7 dwelling on the site, along with improvements to the public house.

Clack Hill Yard

Cllr Bernard and I attended the Appeal Hearing on June 4th and await the outcome.

Bradenstoke Solar Farm Community Benefit Fund

Details of all grants and the application process can be found on the website

<https://www.bradenstokesolarfund.org/>

Councillor Allison Bucknell