



Clerk to Council: Elizabeth Martin

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9th February 2023

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 14th February 2023 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.

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

<https://bit.ly/3lq1oza>

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. Royal Wootton Bassett and Cricklade Community Care Group – Mrs K Ashlin
- e. Comments from members of the public to be considered by the Council regarding items on the agenda.

NOTE: For items not on this Agenda please write to the Clerk

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 meetings held on 10th January 2023.

4 TO REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS

5 CHAIR'S ANNOUNCEMENTS

6 PLANNING

a. To receive the latest Planning Report

b. To consider the following planning requests: -

[PL/2022/09732](#) Proposal

Substation associated with development scheme for 50 homes PL/2021/09817

Site Address

Land at Pound Farm, Lyneham, Wilts

Application Type

Full Planning Application



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

8 TO CONSIDER AND APPROVE A GRANT APPLICATION FROM LYNEHAM VILLAGE HALL

Grant request of £2500 to replace old existing fire exit doors with new doors to comply with safety regulations and increase security of the building.

9 SPEED INDICATOR DEVICES FOR THE PARISH

- a. To Note The Summary Report From The Meeting Held With Martin Cook And Allison Bucknell**
- b. To Consider And Approve To Purchase Up To 3 SID (Speed Indicator Devices) At A Cost Of £2250 Ex VAT Each.**
- c. To Consider And Agree The Placement Of The SID Machines (Pursuant To The Report)**

10 TREE WORK

- a. To Consider And Agree To Establish A Working Group To Investigate What Trees Need To Be Planted On The Green And Other Areas In The Parish**
Terms Of Reference To Be Drafted By The Working Group In Consultation With The Clerk And To Be Approved At The Next Full Council Meeting.
- b. To Consider And Agree The Members Of The Working Group**
- c. To Consider And Agree To Defer The Proposed Tree Works To Post-September To Allow Additional Quotes To Be Gathered**
- d. To Consider And Agree To The Proposal From Tockenham Parish Council To Attend The Tree Planting Event At Middle Hill Farm Greenway**

11 POUND CLOSE WAYLEAVE

- a. To Consider And Agree To The Proposed Wayleave And Works From SSE For Works Beneath Council Land At Pound Close.**
- b. To Consider And Agree To Receive A One-Off Payment Of £40 For Cabling Underground Near Pound Close In Liew Of A Perpetual £2 Per Annum Payment.**

12 WILDFLOWER MEADOW

- a. To Consider And Agree To The Licence From Defence Infrastructure Organisation For The Wildflower Meadow**
- b. To Consider And Agree The Quote For The Wildflower Fencing**



13 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS

- a. Open Spaces & Play Areas Working Group**
- b. Allotment Working Group**
- c. Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**
- d. Royal Wootton Bassett & Cricklade Area Board**
- e. War Memorial Working Group Update**
- f. Local Highways and Footpath Improvement Group (LHFIG, formally, CATG)**
- g. Public Relations and Communications Working Group**
- h. Parish Steward**

14 TO RECEIVE AN UPDATE AND DISCUSS NEXT STEPS FOR HOLLOWAY FOOTPATH

15 TO RECEIVE AN UPDATE ON CLACK HILL / B4069

16 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 Consider And Agree The Use Of Auditing Solutions Ltd For The 2022-2023 Internal Audit At A Cost Of £355 Ex Vat**
- f. To Consider And Agree To The Rialtas End Of Year Close Down Of Annual Account For Audit At A Cost Of £495 Ex Vat**

17 TO REVIEW THE MEMBERS OF ALL WORKING GROUPS AND COMMITTEES

18 TO NOMINATE BRADENSTOKE VILLAGE HALL COUNCIL REPRESENTATIVE TRUSTEE

19 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED



20 TO CONSIDER ITEMS OF MAINTENANCE

21 TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC

22 NEXT MEETING

To Note the next meeting of the Full Council, will be Tuesday 14th March 2023, 7:00pm, 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.