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Clerk to Council: Elizabeth Martin

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8th February 2024

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 13th February 2024 at 7:00pm at **Bradenstoke 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 also be available to observe online (for non-Councillors and Public) using Microsoft Teams.

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

<https://bit.ly/42vIIRs>

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. 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 meeting held on 16th January 2024.
- 4 CHAIR'S ANNOUNCEMENTS**
- 5 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**
- 6 TO RECEIVE OUTSTANDING ACTIONS FROM PRIOR MEETINGS**
- 7 PLANNING**
 - a. **To consider the following planning requests: -**
No applications for review
- 8 TREE REPLENISHMENT**
 - a. **To Consider And Approve The Proposed Planting Plan**
 - b. **To Consider And Approve The Quotation From British Hardwood Nursery For £1825.05**
- 9 TO RECEIVE AND DISCUSS NEXT STEPS FOR THE PUBLIC TOILET REFURBISHMENT IN LYNEHAM**
- 10 NOTICE BOARDS LYNEHAM AND BRADENSTOKE**
 - a. **To Receive And Agree Quotes Received For The Replacement Of Four Notice Boards In Lyneham And Bradenstoke**



11 SPEED INDICATOR DEVICES FOR THE PARISH

- a. **To Receive And Agree The Cost For A Post And installation For The SID In Bradenstoke**

12 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS

a. Allotment Working Group

- (i) **To Receive And Discuss The Report And Update On The Local Flooding In Bradenstoke**
- (ii) **To Receive And Agree The Next Steps For The Flooding Survey In Bradenstoke**

b. Open Spaces & Play Areas Working Group

- (i) **To Review And Agree Handyman Quotes Received**

c. Royal Wootton Bassett & Cricklade Area Community Safety Forum Update

d. Royal Wootton Bassett & Cricklade Area Board

Next Meeting, 13th March 2024, Lyneham Primary School, Preston Lane, Lyneham, SN15 4QJ, 18:30

e. Public Relations and Communications Working Group

f. Parish Steward

g. Defibrillator Working Group

h. Local Highways and Footpath Improvement Group (LHFIG, formally, CATG)

Last meeting, 10th January 2024 at The Council Office, Ockwells, 113 High Street, Cricklade, SN6 6AE at 18:00.

Next Meeting – TBC

13 TO CONSIDER AND AGREE LYNEHAM AND BRADENSTOKE LHFIG PRIORITY LIST FOR WILTSHIRE COUNCIL



14 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 Approve The Year End Scheme With Rialtas For the Bronze Level At A Cost Of £569 (Ex Vat)**

15 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED

16 TO CONSIDER ITEMS OF MAINTENANCE

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

18 NEXT MEETING

To Note the next meeting of the Full Council, will be Tuesday 12th March 2024, 7pm, at Lyneham Village Hall

19 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)

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

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.