LYNEHAM AND BRADENSTOKE PARISH COUNCIL

Clerk to Council: Elizabeth Martin

Website: https://www.lynehamandbradenstoke-pc.gov.uk/
Email: Parish.clerk@lynehamandbradenstoke-pc.gov.uk
Telephone: 01249 561020
Facebook: https://www.facebook.com/Lynehamandbradenstokeparishcouncil/

Ivy House
72 The Green
Poulshot
SN10 1RT

4th September 2025

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 9th September 2025 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 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, or use the QR code below.

https://bit.ly/3UWtrFc

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 MEETINGS
To Confirm as a true record the minutes of the Parish Council meeting held on the 8th July 2025.

4 CHAIR'S ANNOUNCEMENTS

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

6 PLANNING

a. To consider the following planning requests: -

PL/2024/03561

Proposal
Material Change of Use of Land for the Siting of Mobile Homes for Residential Use; and a Village Shop and Cafe with Associated Parking.

Site Address
Land Adjacent to St Mary's Close and to the South of Hollow Way, Bradenstoke.

Application Type
Full Planning Permission

PL/2025/05806

Proposal
Proposed Single Storey Rear Extension.

Site Address
74 Britannia Cresent, Lyneham, Chippenham, SN15 4AN.

Application Type
Householder Planning Permission

PL/2025/06102

Proposal
Proposed new training facility at MoD Lyneham.

Site Address
MOD Lyneham, Calne Road, Lyneham, Chippenham, SN15 4XX.

Application Type
Full Planning Permission

PL/2025/06157

Proposal
Installation Of Ground Mounted Photovoltaic (PV) Solar Arrays; Inverter Station; Landscaping; Fencing And Other Ancillary Infrastructure.

Site Address
MOD Lyneham, Calne Road, Lyneham, Chippenham, SN15 4EU.

Application Type
Full Planning Permission

PL/2025/06164

Proposal
New single storey extension to the rear of the building and first floor building above garage to the side of the building. Alteration to rear raised garden. Internal alterations.

Site Address
61 Victoria Drive, Lyneham, Chippenham, SN15 4TE.

Application Type
Householder Planning Permission

b. To Consider And Agree The Submission Of "Form A" For The Street Naming Application To Wiltshire Council For Green Farm Lyneham

c. To Consider And Agree The Submission Of "Form A" For The Street Naming Application To Wiltshire Council For New Development, Pound Farm, Lyneham - Off Brook Close

7 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS

a. Allotments

(i) To Receive An Update On The Allotments

(ii) To Consider And Agree The Increase Of Annual Allotment Fee From £25 To £27 To Be Applied For The 2026-2027 Rental Year

(iii) To Review And Agree The Letter To Be Included In The Letting Process For The Allotments 2025-2026

(iv) To Discuss And Agree The Purchase Of Membrane At The Cost Of £95.00 To Be Placed On Selected Allotment Sites With Mares Tail

b. Open Spaces & Play Areas Working Group

(i) To Consider And Agree To The Annual Cutting Of The Wildflower Meadow On The Chippenham Layby, Lyneham For 2025-2026 At The Cost Of £344.00

(ii) To Consider And Agree To The Annual Quote To Complete Strimming In Lyneham Ditches In Preparation For Winter At The Cost Of £400

(iii) To Consider And Agree To The Annual Quote To Complete Strimming In The Bradenstoke Allotment Ditches And To Cut Back The Entrance Hedge At The Cost Of £400

(iv) To Consider And Discuss Next Steps For Investment In Christmas Decorations For Lyneham And Bradenstoke Villages

(v) To Consider And Agree The Purchase Of Lamp Post Poppies For Armistice Day At The Cost Of £10 Per Poppy

c. Royal Wootton Bassett & Cricklade Area Board
Next Meeting 24th September 2025, 18:30, Proposed Venue Royal Wootton Bassett Town Council, The Manor House, Lime Kiln, SN4 7GJ

d. Local Highways and Footpath Improvement Group (LHFIG)
Next Meeting, Wednesday 12th November, 18:00pm via MS Teams

(i) **To Review And Comment On The Proposed Consultation On The A3102 And B4069 Traffic Regulation Order (Speed Limit Change)**

(ii) **To Discuss An Email Received From A Member Of The Public Regarding The Safety Of The Chippenham Road And A Request For Resolution/Review On Safety Grounds**

e. **Relations And Communications Working Group**

(i) **Under Section 137 of the Local Government Act 1972 To Consider And Agree A Grant Request For £250.00 (Total Project £6430.00) To Aid In the Delivery Of "Street First Aid Roadshow" Through St John's Ambulance**

(ii) **Under Section 137 of the Local Government Act 1972 To Consider And Agree A Grant Request For £500.00 (Total Project £500.00) To Aid In the Delivery Of "The Toucan Café" A Café Project Created To Aid People In Need In Lyneham And Bradenstoke**

f. **SID Working Group**

(i) **To Receive An Update On The Traffic Survey For Chippenham Road And Post Installation By The Mallard**

g. **Parish Steward**

(i) **To Receive An Update On The Parish Steward – [SG]**

8 FINANCE MATTERS

a. **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR5.15**

b. **To Receive For Information, Disbursements Made Since The Last Meeting**

c. **To Consider And Approve The Schedule Of Forthcoming Payments**

d. **To Note The Statutory Increase In Salary For The Parish Clerk**
SCP28 Increase From £19.66ph To £20.29ph Effective 1st April 2025

9 GOVERNANCE

a. **To Review And Approve The Website Privacy Statement**

b. **To Review And Approve The Accessibility Statement For The Website**

10 TO RECEIVE AN UPDATE ON THE D2 LAND TRANSFER AT POUND FARM

11 TO RECEIVE AN UPDATE ON THE PUBLIC TOILET BLOCK REFURBISHMENT

12 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED

13 TO CONSIDER ITEMS OF MAINTENANCE

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

15 NEXT MEETING

To Note the next meeting of the Full Council, will be Tuesday 14th October 2025, 19:00, 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.