LYNEHAM AND BRADENSTOKE PARISH COUNCIL

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PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Lyneham & Bradenstoke Parish Council held at Bradenstoke Village Hall on Tuesday 10th June 2025 commencing at 7:00pm.

MEMBERS PRESENT: Frank Ball [FB], Shendie Green [SG], David Leuty [DL], Ron Glover [RG2]

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

CHAIR: Frank Ball [FB]

APOLOGIES: None

ABSENT: None

Full Council Meeting Commenced: 19:14

CM25/093 **TO RECEIVE APOLOGIES FOR ABSENCE**
None received

CM25/094 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
No declarations of interest or applications for dispensation were made.

CM25/095 **MINUTES OF THE PREVIOUS MEETING, 13TH MAY 2025**
Proposed [RG]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 13th May 2025 Be Accepted As Written.

CM25/096 **Minutes of the previous meeting, 19th May 2025**

Proposed [RG]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 19th May 2025 Be Accepted As Written.

CM25/097 **CHAIRS ANNOUNCEMENTS**
None

CM25/098 **TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**
The Clerk provided a detailed update on ongoing matters.

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1. **Audit:** The internal audit is ongoing, with documents being exchanged with the auditor. The Clerk aims to finalise internal audit by 1st July 2025, proposing a quick meeting to review and sign paperwork.
2. **Policy Review:** Some policies have been updated, with plans to review one or two per meeting to ensure all are current.
3. **Tree Report:** The current tree report (expired 2023) requires updating, including new trees from a replanting scheme. Quotes are being sought from three arborists.
4. **Flower Beds on The Green:** A quote for £1,000 per bed was deemed high compared to a previous handyman's quote (£300 less per bed). The Clerk is pursuing a new handyman recommendation and awaiting a response. A third quote is needed before inclusion on the agenda.
5. **Bradenstoke Flower Beds:** These have been cleared and due for replanting by Barry Holman.
6. **Allotments:** A quote for clearing the unrented plots is pending.

CM25/099 **PLANNING**

CM25/100 **To Consider The Following Planning Requests:**

PL/2025/04128

Proposal:	Removal of conditions 3, 4, 5 and 7 of N/94/2201/F relating to permitted agricultural workers dwelling in order to facilitate implementation of planning permission PL/2022/07119 (Demolition of agricultural buildings and the erection of up to 200 dwellings, up to 2,600m2 of B1 Business and up to 600m2 of D1 community uses as well as public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point from Chippenham Road)
Site Address:	Land at Green Farm , Chippenham Road , Lyneham , SN15 4PA
Application Type:	Removal/variation of conditions
Outcome:	No Comment

Draft

PL/2025/04252

Proposal: Outline planning application for up to 135 dwellings, including the creation of new vehicular access route from phase 2 (ref. PL/2023/09551), public open space, children's play areas, landscape planting, pumping station, surface water attenuation, and associated infrastructure.

Site Address: Land North of Lancaster Square and East of Webbs Court, Lyneham

Application Type: Outline planning permission: Some matters reserved

Outcome: Objection – Comments Made By Attachment

PL/2025/04609

Proposal: Single storey front extension

Site Address: 49 Calne Road, Lyneham, Chippenham, SN15 4PL

Application Type: Householder Planning Permission

Outcome: No Objection.

PL/2025/04735

Proposal: Erection of 2 No Semi-Detached Dwellings, alterations to existing access and associated landscaping works on land at 130, Hollow Way, Bradenstoke

Site Address: 130 Bradenstoke, Chippenham, SN15 4EX

Application Type: Full Planning Permission

Outcome: Objection

1. Overdevelopment: The plot (a garden) is too small for two semi-detached houses, potentially resulting in insufficient parking and road obstructions.
2. Privacy and Light: Neighbouring properties raised issues about overlooking and loss of light.

Draft

3. Scale and Measurements: Discrepancies between the planning documents and Google Maps measurements were noted, questioning compliance with Wiltshire guidance. The Parish Council formally asks that these measurements be reviewed and confirmed.
4. Consultation: Neighbouring residents have not been consistently consulted, some only learning of the application via social media.
5. Parking: Concerns about reduced parking for 130 Hollow Way and adequacy for new dwellings (four spaces proposed). The Parish Council formally asks that Planning review and confirm the parking arrangements for this property. Hollow Way is narrow and the addition of parked cars on Hollow Way is not supported by the Parish Council for safety reasons.
6. Solar Energy options should be a requirement for new builds to aid in the environmental initiative.

CM25/101 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**

CM25/102 **Allotments**
The Clerk is awaiting a quote for allotment works; to be prioritised.

CM25/103 **Open Spaces & Play Areas Working Group**

CM25/104 **To Consider And Agree To Provide Repairs, Rub Down, Treat Rust, Prime And Repaint The Existing Play Equipment At Bradenstoke Play Park At The Cost Of £4817.00 +VAT**
Proposed [SG]. Seconded [DL]. Agreed.

IT WAS RESOLVED To Agree To Provide Repairs, Rub Down, Treat Rust, Prime And Repaint The Existing Play Equipment At Bradenstoke Play Park At The Cost Of £4817.00 +VAT.

CM25/105 **Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**
The next meeting TBC. The Council noted that these meetings may not continue due to the changes within Wiltshire Council.

CM25/106 **Royal Wootton Bassett & Cricklade Area Board Update**
The next meeting was clarified as 18th June 2025, 18:00 PM, Proposed venue proposed in Bushton Village Hall, Bushton, SN4 7PX.

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

CM25/107 **Local Highways And Footpath Improvement Group (LHFIG)**
The next meeting is scheduled for Wednesday 27th August 2025, 18:00, via MS Teams (TBC)

CM25/108 **Relations And Communications Working Group**
The Council requires new people that are interested in becoming a Councillor. Please contact the Parish Clerk for more information.

CM25/109 **SID Working Group**

CM25/110 **To Receive And Agree The Purchase And Installation Of A Galvanised Post For A SID Unit To Be Placed On Calne Road In Lyneham At The Cost Of £274+VAT, Installation Of £220+VAT**
Proposed [FB]. Seconded [SG]. Agreed.

IT WAS RESOLVED To Agree The Purchase And Installation Of A Galvanised Post For A SID Unit To Be Placed On Calne Road In Lyneham At The Cost Of £274+VAT, Installation Of £220+VAT

CM25/111 **Parish Steward**
No formal update was provided. Concerns were raised about grass overgrowth on footpaths along The Green, reducing path width. Overzealous strimming in Bradenstoke was noted, being addressed at officer level.

CM25/112 **FINANCE MATTERS**

CM25/113 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3**
No actions were reported

CM25/114 **To Receive For Information, Disbursements Made Since The Last Meeting**
The Clerk provided a detailed list of payments that had been processed over the past month. List attached To These Minutes

CM25/115 **To Consider And Approve The Schedule Of Forthcoming Payments**
Proposed [FB]. Seconded [SG]. Agreed.

IT WAS RESOLVED THAT The Schedule Of Forthcoming Payments Be Approved As Presented.

Scheduled Payments Attached To These Minutes

Draft

CM25/116 **To Receive The Bank Reconciliations As Presented**
Bank reconciliations will be provided at the July meeting

CM25/117 **To Receive And Consider The Quote For The Council's Insurance Renewal For 2025-2026 At The Cost Of £1229.44**
Proposed [FB]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT The Quote For The Council's Insurance Renewal For 2025-2026 Be Accepted At The Cost Of £1229.44.

CM25/118 **To Formally Approve The Work Complete And Release Payment For The Fencing At The Bradenstoke Dog Park**
Proposed [SG]. Seconded [FB]. Agreed.

IT WAS RESOLVED THAT The Parish Council Formally Approve The Work Complete And Release Payment For The Fencing At The Bradenstoke Dog Park Pending The List Of Corrections Once The List Of Corrections Have Been Addressed.

CM25/119 **TO DISCUSS NEXT STEPS FOR THE PUBLIC REFURBISHMENT**
A meeting with the contractor is scheduled for 11th June 2025 at 12pm to discuss refurbishment, including disabled toilet access issues (steep ramp). The disabled toilet is being left open, causing sanitation issues. Drawings for the toilet block are unavailable, requiring potential surveyor involvement.

CM25/120 **TO RECEIVE AND REVIEW THE TENDERS FOR THE PUBLIC TOILET CLEANING CONTRACT AND TO AGREE A SHORTLIST OF TENDERS FOR FINAL AGREEMENT SHOULD THE COUNCIL WISH TO PROCEED**
Proposed [FB]. Seconded [SG]. Agreed

IT WAS RESOLVED THAT The Parish Council Defers The Toilet Cleaning Contract Until The Toilet Refurbishment Is Completed

CM25/121 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
The Clerk circulated correspondence included remuneration proposals, Area Board updates, and Tudor House celebration photos for the website.

CM25/122 **TO CONSIDER ITEMS OF MAINTENANCE**

- **Flower Beds on The Green:** Difficulty securing contractors persists. Clerk seeking recommendations for workers.
- **Wildflower Area:** Grass verge cutting is needed to enhance visibility.

Draft

- **Victoria Drive and St Mary's Flower Beds:** Emily Boy and a Bradenstoke resident are maintaining these beds.
- **Dog Waste Bins:** Residents of Lyneham Fields requested bins due to public right-of-way usage. Options include redistributing existing bins or requesting Vistry to provide them.

CM25/123 **TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC**

The key summary points for public messaging are as follows:

- Objections to planning applications PL/2025/04252 and PL/2025/04735.
- Approval of Bradenstoke Play Park repairs (£4,817 + VAT) and SID post (£474 + VAT).
- Deferral of dog park fencing payment pending rectifications.
- Ongoing audit and maintenance efforts.

CM25/124 **NEXT MEETING**

The next meeting was confirmed for Tuesday, 24th June 2025, 18:00 PM at Bradenstoke Village Hall.

The next meeting was confirmed for Tuesday, 8th July 2025, 19:00 PM at Lyneham Village Hall

Meeting closed 20:28

Confidential Session Started 20:28

CM25/125 **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 FB. Seconded SG. 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)

Draft

CM25/126 **TO RECEIVE AN UPDATE AND TO DISCUSS AND AGREE NEXT STEPS REGARDING, GREEN FARM**

No progress on the promised four acres of land, with the developer withdrawing without communication. The Solicitor's handling was deemed unprofessional, with a suggestion to escalate to the standards board. A public statement was proposed.

CM25/127 **TO RECEIVE AN UPDATE ON THE D2 LAND ON POUND FARM AND AGREE NEXT STEP**

Proposals include removing an unsightly fence, installing drop curbs, and adding pedestrian/vehicular access gates to integrate D2 land with Pound Close play park. A low fence was suggested to separate areas while maintaining aesthetics. The agreement with Burgess Salmon will confirm ownership and plans.

In Camera Session Closed 20:47

Draft

Summary of Public Participation Section

Public Participation Section Commenced 19:00

Parish Council Chairman, Cllr. Frank Ball opened the meeting and invited participation from the public.

Report from Wiltshire Council

Councillor Allison Bucknell, the Wiltshire Council Member for the Lyneham division, provided a report as attached to these minutes.
AB reported:

1. **Full Council Meeting (May 2025):** The Liberal Democrats were voted in as the minority administration, with new councillors appointed to chairmanships and positions of power. The Councillor expressed interest in observing how this new structure would function.
2. **Royal Wootton Bassett and Cricklade Area Board:** The next meeting is scheduled for 18th June 2025 at Bushton Village Hall, following the same format as previous meetings but with a new chair.
3. **Local Highways and Footpath Improvement Group (LHFIG):** Councillor Green attended the previous LHFIG meeting, where the Preston Lane layby outside the school was selected as a priority scheme for investigation. Potential costings and recommendations will follow. A recent incident involving a child cycling in front of a car was reported, highlighting human factors as the cause, with no contact made. White lining has been implemented, but issues persist with perceived priority.
4. **Highway Safety Forum:** The Councillor indicated reluctance to continue these forums, though the new Chair may decide otherwise.
5. **Preston Lane Roundabout Improvements:** Scheduled for later in June 2025, including different coloured tarmac to indicate the approach, alongside prior improvements to lighting and signage.
6. **Speed Limits (Temporary TROs):** A document proposing which speed limits should be retained or changed was reviewed before the Councillor's holiday. A meeting to understand the officer's rationale is planned before public consultation, which will involve advertisements and addressing objections to make changes permanent.
7. **Thickthorn Ditch:** A ditch was dug last week to improve land drainage near Thickthorn Farm, addressing water accumulation on the road. Its effectiveness awaits testing during heavy rain.
8. **Bradenstoke Junction and Chippenham Road Speeding:** Residents raised concerns about speeding traffic, particularly with Lyneham Banks open. The Councillor has requested speed checks from Wiltshire Police, but metro count data is required, which must be current and not retrospective.
9. **Clayard Application:** The applicant failed to provide satisfactory information to discharge conditions, potentially leading to enforcement action. The Councillor noted minimal evidence provided (e.g., no utility bills to prove mains connection).
10. **Cannabis Factory in Preston:** A small-scale cannabis grow was discovered in a barn concealed behind hay bales, set up by previous tenants (non-UK nationals) who fled with the cannabis. The property owner, who inherited it via probate, is clearing the site for sale. A police investigation is ongoing.

Draft

MOD Lyneham Report

Lt. Col. Paul Jordan MOD (Ministry of Defence) Lyneham MOD representative was in attendance. No report was provided.

PCSO

No direct report was received from the PCSO for Royal Wootton Bassett. The Clerk noted that general police reports from Wiltshire had been circulated and uploaded to the Council's platforms, but no specific update from the PCSO was available for this meeting

Other Public Items Discussed.

No Public Items Received

Public Participation Section Ended 19:14

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

Signed _____ Date _____

Draft

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

Reported To. Council	Payment Number	Payee	Inv Date	Payment Date	Auto Pay	Amount	Inv Number	Description	Vatable	Payment Input to Bank
No	2010818	Direct Debit (CASTLE WATER LTD)		21-May	Yes	£ 28.86			No	Yes
No	2010819	B/P to: Elizabeth Martin		27-May		£ 9.80		Virtual Landline Expenses	Yes	Yes
No	2010820	Direct Debit (CHARLTON BAKER LTD)		27-May	Yes	£ 20.50		Payroll	Yes	Yes
No	2010821	Direct Debit (GOCARDLESS)		27-May	Yes	£ 11.99		Internet	Yes	Yes
No	2010822	Service Charge		31-May		£ 6.00			No	Yes
No	2010823	B/P to: Kevin Iles		03-Jun		£ 570.00	4094	Grounds	No	Yes
No	2010824	B/P to: Parochial Church		03-Jun		£ 72.20		VE DAY GRANT-FLAG	Yes	Yes
No	2010825	B/P to: Elizabeth Martin		03-Jun		£ 251.06		EXP VE DAY LYN VCH	Yes	Yes
No	2010826	B/P to: Lyneham Village Ha		03-Jun		£ 48.00	INV 59	Hall Hire	No	Yes
No	2010827	B/P to: Elizabeth Martin		03-Jun		£ 175.44		EXP GRANT GF ESTVE	Yes	Yes
No	2010828	B/P to: Parochial Church		03-Jun		£ 67.13		GRANT VE DAY	No	Yes
No	2010829	Direct Debit (BRITISH GAS BUSINE)		03-Jun	Yes	£ 27.82		Electric	Part	Yes
No	2010830	B/P to: Mrs Emily Wright		09-Jun	No	£ 18.96		FLOWER BED VD EXP	No	Yes
No	2010831	B/P to: HMRC Cumbernauld		09-Jun	No	[redacted]		PAYE Q2	No	Yes
No	2010832	B/P to: Elizabeth Martin		09-Jun	No	[redacted]		June Pay	No	Yes
No	2010833	B/P to: First Responders		09-Jun	No	£ 464.46		CM25/061		Yes
No	2010834	Direct Debit (NEST)		09-Jun	No	[redacted]		Pension May	No	Yes
No	2010835	B/P to: Elizabeth Martin			No	£ 9.80		Virtual Landline Expenses	Yes	Yes
No	2010836	Direct Debit (BRITISH GAS BUSINE)		03-Jul	Yes			Electric	Part	Yes
No	2010837	Direct Debit (CASTLE WATER LTD)		21-Jun	Yes			Water	No	Yes
No	2010838	Direct Debit (CHARLTON BAKER LTD)		27-Jun	Yes	£ 20.50		Payroll Fee	Yes	Yes
No	2010839	Direct Debit (GOCARDLESS)		27-Jun	Yes	£ 11.99		Internet	Yes	Yes
No	2010840	Direct Debit (NEST)		09-Jul	Yes	[redacted]		Pension June	No	Yes
No	2010841	B/P to: Elizabeth Martin			No	£ 9.80		Virtual Landline Expenses	Yes	No
No	2010842	B/P to: Elizabeth Martin		15-Jul	No	[redacted]		July Pay	No	No
No	2010843	B/P to: Bradenstoke Village Hall			No	£ 20.00		Hall Hire	No	No
No	2010844	B/P to: Elizabeth Martin			No	£ 54.04		Microsoft June	Yes	No
No	2010845	B/P to: Barry Holman			No			Flower Beds	No	No
No	2010846	B/P to: HARLESTONE SUPPLIES LTD		11-Jun	No	£ 39,001.08		Dog Park Fencing	Yes	No

Councillor
Allison Bucknell
Lyneham

Update for Lyneham and Bradenstoke Parish Council June 2025

Wiltshire Council update

At the Full Council meeting in May, Ian Thorn (LD) was voted in as the new leader of the Council and has formed his minority administration. There are a lot of very new councillors, it will be interesting to see how this pans out.

Area Boards Meeting

The next Area Board meeting will be on June 18th 2025 in Bushton Village Hall.

Local Highway and Footway Improvement Group (LHFIG).

At the May LHFIG meeting, Lyneham's scheme for traffic calming and crossing improvements in Preston Lane was selected as a priority scheme for further assessment and investigation.
Next meeting **Wednesday 27th August 1800** (tbc)

Community Safety Forum

No decision has yet been made as to whether or not these will continue

Improvements to Preston Lane Roundabout

These works are scheduled for late June.

Lyneham Banks

I am awaiting a meeting with officers to look at suggestions for a new scheme of speed limits to replace the Temporary TROs which have now expired. Following this, consultation will take place with the parishes and the wider community.

I am still awaiting further information about repairs to the "rat run" roads eg Clack Hill.

B4069 Lyneham Banks - Wiltshire Council

Gypsy and Traveller Development Plan

Officers are working through the latest set of comments sent in. No date for the update to go to committee yet.

Flooding Improvement Works - Thickthorn

The gulley cleaner spent some time in Thickthorn recently and discovered 3 drains which have now been cleared. A new ditch has been dug in an adjacent field. The success of this scheme remains to be tested.

Road Safety - Lyneham Primary School

White lines have been refreshed on the speed humps on Preston Lane.
Talks continue regarding any future safety improvements via LHFIG.

Road Safety – Chippenham Road, and Bradenstoke Junction

I have been contacted by several residents regarding these areas of concern, particularly with vehicles speeding and visibility due to the hedge on the corner of the junction. I have had

Bradenstoke Junction checked out by officers and the situation remains that the junction is not ideal but does meet the required standards. I will be speaking to police about carrying out speed enforcement checks on Chippenham Road.

Development

Clack Hill Yard

26/5/2025 – Officers still had not received satisfactory information with respect to meeting the conditions of the appeal. I have not had a chance to speak to the officer since returning from holiday however if the information was not satisfactory then they would be obliged to issue a refusal and return the case to enforcement to pursue.

Planning Application - PL/2024/03561

10/5/25 – no further progress.

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

I have "called in" this application (ie asked for it to be determined at committee) should officers be minded to grant permission. Still no update.

Lyneham Fields Development

There are a number of outstanding issues about which residents are unhappy and I am chasing these up with Vistry.
One of my main concerns is that the road safety improvements on the A3102 have not been completed yet and there is no information as to when this will happen.

Gleesons has also confirmed that the next phase of development, which has been granted permission, is in the process of being sold. They cannot tell us who has bought it at present. The current planning permission runs out in October 2025 so it is anticipated that the new owners will commence work prior to that.

Green Farm

Bellway are hoping to commence on site towards the end of May (25th). This will include the site access works, and general clearance. The compound on site will be fully operational by August 2025.

There has been some movement on site to "commence" development to keep the Reserved Matters permission live.

Tiger Moth Fields – New homes in Lyneham | Bellway Homes

Land to the rear of Lancaster Square

This application has now been submitted and is out for consultation

Councillor Allison Bucknell