

Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 9th December 2014 in Bradenstoke Village Hall at 7.00pm.

Councillors Present

Cllrs: Geoff Jackson-Haines, Judy Selby-Boothroyd, Richard Selby-Boothroyd, Rod Gill, John Webb, Lynn Thrussell, Ron Glover, Judy Digman, Tim Webb and Jack Pollard.

Also in attendance were Wiltshire Councillor Allison Bucknell and Philip Williams – Senior Infrastructure Manager MOD.

Clerk: Jacquie Henly

There were 8 members of the public present

Before the meeting opened the Chairman welcomed all present.

Public participation included: Questions from members of the public, a report from Allison Bucknell, and a report from the Defence Infrastructure Organisation, MOD Lyneham.

The meeting was opened at 7.17pm

Item 1 - Apologies for absence

1.1 Apologies were received from Cllr Bullock.

Item 2 – Declaration of Interest in items on the Agenda

2.1 Cllr R Glover declared an interest in the grant application for the Scout and Guide Association. He is involved with the Association.

Item 3 – Approval of Minutes from previous meetings

3.1 Minutes from the full Parish Council meeting dated Tuesday 9th September 2014 were approved as correct by all members present and signed by the Chairman.

Item 4 – Consideration of matters arising from Public Participation

4.1 Members agreed to try and find out what was happening in Preston Lane. A number of holes have recently been dug but no notices have been issued to say what for. Electricity vehicles have been seen in the area but no one is sure if they are associated with the work or not.

4.2 The Scout and Guide Association have been contacted by Wiltshire Council imposing an extra condition to the planning approval that was granted in June 2012. The condition says that a crossing must be provided by the Scout and Guide Association to enable them to use the premises, the cost for such a crossing is expected to be around £30,000. The Association have invested approximately £120,000 on the new premises and now cannot see a way forward to fund this extra condition. It was agreed the Parish Council would call an extraordinary meeting on Tuesday 16th December 2014 at 7.00pm to discuss how the Parish Council can support the Scout and Guide Association.

Item 5 – Clerks Report

5.1 Contacted all contractors that supplied quotations for work to the trees on Lyneham Green. Liaised with Franklin Garden Design about a start date to carry out the work. Work will commence on 8th December 2014.

5.2 Contacted all contractors that supplied quotations for the cleaning and maintenance of the public toilets. Spoke directly with AW Services regarding invoicing and payments.

5.3 Sent details of consultation regarding 3 planning applications discussed at the November meeting to Wiltshire Council

5.4 Wrote letters to the two committees of the halls used by the Parish Council in Lyneham asking if they would consider charging a lower hall hire fee for the Parish Council.

5.5 Sent a letter to neighbouring Parish Councils asking if they would be interested in setting up a Liaison Group.

5.6 Visited the HSBC Bank in Wootton Bassett to try and resolve ongoing problems.

5.7 Made enquires about opening a bank account with Santander – They no longer offer free business banking and as a result the parish council would be paying £90.00 per year to use their services. This will need to be discussed further at another meeting. Cllr J Webb queried if we are actively seeking the services of another Bank. The Clerk & Chairman confirmed that the issues the Council were having with the HSBC have been resolved so for the time being we would stay with them.

5.8 Liaised with Goughs Solicitors over the ongoing legal case with the previous Clerk

5.9 Updated information to add to the web site and liaised with the web designer.

5.10 Prepared the budget/precept for approval at the December meeting.

5.11 Issued Dispensation approval forms for all Councillors with the exception of Cllr Digman, who does not live in the authority's area, to enable them to participate in the discussion and decision related to setting the precept. The dispensations were granted, as without them the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of business. This particular dispensation is valid for four years.

5.12 Reported a possible breach of planning to the enforcement team at WC regarding the removal of a large chunk of hedge to form what looks like a new entrance to stables on Preston Lane just past the entrance to Victoria Drive in Lyneham. This has been investigated and complies with permission granted.

- 5.13 Put up notices advertising the new web site and requesting groups and clubs to submit details for inclusion on the site.
- 5.14 Updated information to the new Parish Council web site as and when received from local groups and clubs.

Item 6 – To receive reports from Working Groups, Committee’s and representative members of outside bodies

6.1 Report from Highways and Maintenance Working Group

1. Discussed the possibility of replacing the bus shelter on Preston Lane. Cllr Thrussell to obtain quotes.
2. Discussed the possibility of having a flowerbed on roundabout by village Hall. Cllrs Thrussell and Gill to seek permission and obtain prices.
3. Noted that the grass was in poor condition opposite Piggy’s leading to the White Hart. Suggested that a path could be made, as this would allow the grass either side to recover.
4. A request will be made to remove unnecessary signage by the layby in Lyneham. Cllr Thrussell to call John Moss.
5. Youth Shelter at Slessor Park, needs to be renovated Cllr R Selby-Boothroyd to investigate.
6. A suggestion to purchase small signs for the 4 Parish Council bus shelters, and 6 flowerbeds. Costs will be obtained.
7. The cost for hi-visibility waistcoats for maintenance group is £40.60 incl VAT.

6.2 Report from Allotments Working Group

1. Proposal for new gates at Bradenstoke Park and entrance to allotments was discussed. Cllr T Webb to obtain prices. Total cost of materials £339.68 less VAT for gates and posts further costs will be obtained for extra fencing required.
2. A suggestion to create a hard standing area at Bradenstoke Park was discussed further. Wiltshire Council have been approached to see if planning permission is required and Cllrs T Webb and Gill will obtain prices. Cllr J Webb queried if such a hard standing was created would a fence be erected to separate the play area from the hard standing. It was confirmed that it would.
3. The possibility of supplying water to the allotments was discussed. This will need further discussion, as there would need to be an increase in rent for the allotments to cover the water bills in future.

6.3 Report from Communications Working Group

1. Parish Magazine has been put together; edited and printed most copies have now been delivered
2. The Parish Council web site is now live. The ongoing action is to add information from Parish groups, clubs and organisations for inclusion on the site.

Item 7 – Communication Protocol

- 7.1 A draft Communication Protocol Document had previously been circulated to members; an addition to include the use of Social Media was added. The document was unanimously approved and adopted.

Item 8 – Update on Boundary Change Proposal

- 8.1 Cllr R Selby-Boothroyd and T Webb had attended a meeting regarding the proposed boundary change with Clyffe Pypard and Lyneham & Bradenstoke. Cllr T Webb gave a brief report of the meeting. After discussion it was agreed a letter should be sent to Wiltshire Council rescinding the letter of support from 3 years ago, written by Lyneham and Bradenstoke Parish Council, supporting the boundary change. Members welcomed that an independent survey was to be carried out by Wiltshire Council to all residents living in Preston and Thickthorn to seek their opinion on the proposed boundary change. Once results from the survey are available Lyneham and Bradenstoke will consider these and then put forward their views on the proposed boundary change to Wiltshire Council.

Item 9 - Finance

- 9.1 Account Balances inclusive of all cheques written and deposits made - Current Account £48759.42
Deposit Account £78103.53.

- 9.2 The following payments have been made and received

Cheque No	Payee	Amount
512	Cancelled	00.00
513	Lyneham Village Hall - Grant	692.00
514	Grant Thornton – Audit Fees	360.00
515	Bradenstoke Village Hall – Hall Hire	18.00
516	J Henly – Clerks Salary - Nov	535.60
517	Alex Blackburn – Web Site Development	300.00
518	Goughs Solicitors	1425.60
	Money Received	Amount
	Allotment Rents	15.00
	Advertising	263.00
	HMRC – VAT Refund	442.33

9.3 A grant application for £3500 from Lyneham Scouts and Guides Association was discussed. After discussion it was agreed unanimously to support the application.

9.4 It was agreed to purchase hi visibility waistcoats for the Maintenance Working Group the cost will be £40.60

9.5 A proposal to install new gates at the Play Park and Allotments in Bradenstoke was deferred until the meeting in February as further costs for fencing are required.

9.6 A proposal to replace the ladies hand washer in the public toilets in Lyneham was discussed. To replace the broken automatic machine it would cost approximately £1500 for a new unit plus extra for fitting. Cllr Gill proposed that the Parish Council purchase a stainless steel sink with automatic cut off taps and an under sink heater for approximately £310.00 as an alternative solution. This was agreed unanimously. Cllr Gill will fit free of charge.

9.7 The amended Financial Standing Orders had been previously circulated and were adopted – The amendment is to include details on how and when grant applications can be made and considered by the Council.

9.8 It was noted that dispensations had been granted to Cllrs Jackson-Haines, T Webb, R Bullock, R Gill, R Glover, J Pollard, J Selby-Boothroyd, R Selby-Boothroyd, L Thrussell and J Webb enabling them to participate in the discussion and setting the Budget/Precept. This particular dispensation is valid for 4 years.

9.9 The proposed Budget/Precept for 2015/2016 had previously been circulated to members. Cllr Jackson-Haines explained that a lot of work had been done to ensure that a realistic figure is set for next years precept and going forward. A three year projected forecast had been completed and a proposed figure of £50,000 had been put forward for the precept for 2015/2016. Due to mistaken planning in the last 2 years the Parish Council has a large surplus of funds and although consideration was given to drastically reducing the precept next year this was not really an option as it would only mean a large increase the following year. It would also mean next years council tax payers would benefit at the expense of last years. Therefore, the surplus will be spent on projects to benefit the community, some of which have been identified already in the Community Led Plan.

The proposed budget and precept was approved unanimously.

Item 10 – Update reports of sourcing defibrillators

10.1 Cllr J Webb has been told by Philip Williams on behalf of the Defence infrastructure Organisation that Lyneham and Bradenstoke Parish Council will be given the 2 Defibrillators currently on the MOD site once work has been complete.

10.2 Cllr Selby-Boothroyd reported that he and some other members had met with Simon Barnfather who had put him in touch with the Community Heartbeat Trust who will supply defibrillator units complete with a lockable box for £1600 each. The cost would also include a Community Awareness Course in the areas they are provided. A request has been placed by Simon Barnfather to the South West Ambulance Trust to research and propose the best place to site the units. The cost of supplying 3 units would be in the region of £5000. This item will be deferred to another meeting once feedback is received from the South West Ambulance Trust on where best to site them.

Item 11 - Planning

11.1 An update on planning applications had previously been circulated to members

11.2 Planning application 14/10765/FUL Single storey rear extension – 90 Bradenstoke – There was no objection to this application

11.3 Planning application 14/10444/FUL Extra care facility with guest bedrooms – 81 The Green Lyneham

11.4 Planning application 14/10428/FUL Erection of 4 dwellings – 81 The Green Lyneham

11.5 Planning application 14/10431/FUL Change of use from showroom and garage to veterinary practice, doctors surgery, pharmacy, convenience store and associated alterations – 81 The Green Lyneham.

11.6 Planning application 14/10434/FUL New restaurant building – 81 The Green Lyneham.

The above four planning applications were discussed altogether. Members had many concerns about the individual applications and overdevelopment of the site they also felt that in many cases the Community Led Plan had been misinterpreted. Whilst many of the proposals would be welcome additions to the Parish members felt that having them all located on one site with too many differing and competing elements was not acceptable. Concerns regarding each application had been circulated before the meeting to all members and it was proposed and agreed unanimously that these objections would be sent to Wiltshire Council.

11.7 Planning application 14/11156/TPO 25-30% crown reduction to 15 Beech Trees – Lednock House Bradenstoke. There was no objection to this application.

Item 12 – Exchange of Information

12.1 Cllr Pollard suggested that a planting plan for the flowerbeds be submitted at the next meeting – This would be Spring planning for Summer Planting.

12.2 Cllr J Selby-Boothroyd requested that Britain on Bloom be added as an agenda item for the next meeting. A decision needs to be made whether to take part next year and in what categories. Cllr J Selby-Boothroyd will put forward a proposal ready for the February meeting.

12.3 Cllr T Webb requested that an agenda item is made for the next meeting to discuss a memorial stone for where the war plane landed in his field. Cllr J Selby Boothroyd supported this and requested that a general item on memorials be added to the agenda as since it was last discussed a lot more information has been gathered.

12.4 Cllr T Webb requested that an agenda item regarding a proposal to leave part of the green as a wild meadow be discussed.

12.5 A vote of thanks was given to Cllrs Thrussell, Digman and Pollard for the hard work put into producing the Parish Magazine.

Item 13 – Date of the Next Meeting

13.1 The date of the next Lyneham and Bradenstoke Parish Council meeting is scheduled to take place on Tuesday 10th February 2015 at Bradenstoke Village Hall at 7.00pm. There will be no meeting in January unless required.

The meeting closed at 8.40pm

Signed Date
Chairman