

Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 14th November 2017 at Village Hall Bradenstoke at 7.00pm.

Present

Cllrs: G Jackson-Haines (Chairman), Cllr's Judy Digman, Fred Gomme, Justin Wright, Del Lambourne and Lynn Thrussell
Clerk to the meeting: Cllr Lynn Thrussell

Welcome

The Chairman welcomed all present to the meeting:

- 1) A representative from MoD presented a report to all present. .
- 2) Wiltshire Cllr Allison Bucknell gave a report to all present.
- 3) The Chairman explained how the public participation part of the meeting would be conducted and then asked if there were any comments regarding items on the agenda.
The questions raised by members of the public were all answered.

Item 1 - Apologies for absence

Apologies were received from Cllrs Rod Gill, Tim Webb and Trudie Clarkson

Item 2 – Declaration of Interest in items on the Agenda.

There were no declarations of interest in items on the agenda.

None Noted

Item 3 – Approval of Minutes from the previous meeting

Minutes of the Parish Council meeting held on Tuesday 10th October 2017. were approved. Some typos were accepted by those present and will be signed.

Approved by all Councillors. Minutes signed by Chairman

Item 4 - To receive items on the Clerk's Report

4.1 The Chairman mentioned that during this period the Acting Clerk, Cllr Trudie Clarkson has been off sick. In the short term the Chairman has taken on the role himself.

Acting Clerks report – 13th November 2017

1. Received the report for the play parks from Rospa.
2. Wrote the minutes to the Parish meeting of October
3. Meeting held with MOD Lyneham regarding the Solar farm, Bradenstoke Road and War Memorial.
4. Investigated the monument site to ascertain where funding is available for the War memorial in Lyneham.
5. Attended the Neighbourhood Plan meeting at Bradenstoke. This was a training session held by Lemon Gazelle at the Village Hall Bradenstoke.
6. Made arrangements for the new electric meter to be fitted to the toilets in Lyneham.
7. Received and contacted candidates who applied to be Clerk of the Parish Council. Carried out interviews.
8. Discussed with councillors the grass cutting contract and established a way forward for the future
9. New padlock for the allotments acquired and fitted
10. Numerous discussions with Kate Fielding at WALC re Clerk to the Council
11. Attended the Wiltshire Area Board meeting at Lyneham
12. Agenda raised and sent out to Councillors and posted on Parish Council notice boards
13. Email to Wiltshire Council changing contact details for the Parish Council
14. Documents prepared for the November Council meeting.

LYNEHAM & BRADENSTOKE WORKING PARTY REPORTS

Leads of working parties will give an update at the meeting.

Finance/payments Reports up to 10th November 2017

Account Balances including cheques written -

Current Account. £43,193:57

Deposit Account. £58,204:60

Cheque Number.	Payee	Amount
734	Mr Ray Cole. Appreciation donation .	20:00
735	Castle water Ltd	21:02
736	Playsafety. Rospa inspection	193:20
737	Lemon Gazelle. Neighbourhood plan	800:00
738	Lyneham Village Hall (Grant	1290:00
	Money received	
	Allotment Rent	468:00

Councillors were asked to approve the payments and receipts.

Approved by all Councillors

Item 5 To receive an update on the artwork being prepared for the Welcome to Lyneham signs

5.1 The signs are still with the artist to amend the wording. Sign currently has Lyneham and Bradenstoke Parish Council. The Parish Council felt that the word Council should be deleted from the sign to show that it was the parish. The design will be placed on the website and displayed in the Parish notice boards for people to view as soon as they are received.

Approved by All Councillors

Item 6 Appointment of a Vice Chairman

6.1 Nominations were requested for the appointment of Vice Chairman

Nomination: Cllr Lynn Thrussell

Proposed: Cllr Judy Digman

Seconded: Cllr Del Lambourne

Approved by All Councillors

Item 7 – Neighbourhood Plan

- 7.1 There was a training session held in the Bradenstoke Village Hall by Mark and Sarah. Lemon Gazelle. This was a very good evening and gave everyone a better understanding of what is required and what efforts are needed to put this document together. There will be a meeting very soon to establish the steering group and start moving things forward.

On the subject of the neighbourhood plan. We are going to have to revise the statement on the Website as it doesn't reflect the procedures that we are implementing. This will then be brought to the council for approval.

- 7.2 A question from a member of the public for consideration by the Parish Council. Requesting a date for the next Neighbourhood planning meeting. Arrangements will be made this week for a meeting in the near future.

Item 8. To receive an update from the Working Groups.

a. **Update on the Allotments.**

First delivery of manure has arrived and has been distributed

Final chase of allotment rent undertaken.

Need to discuss the trees at the back of the allotment. Council agreed that photographs need to be taken and costing sought and then brought to the next meeting for consideration.

b. **Update on CATG**

The next CATG meeting will be on 6th December.

Cllr Allison Bucknell discussed that a number of road traffic accidents that have occurred on the hill between Dauntsey and Lyneham, with one just recently. CATG will discuss more signage to be put in place and the Parish Council may be asked to contribute.

c. **Update on Maintenance Group**

We need another cut of the grass in the villages. We still have a finance in budget, as we have terminated AW services contract. I have received one quote for the tender. This is from Mr Kevin Isles. We have considered additional cuts throughout Lyneham and Bradenstoke for next year. In December, I should have more quotes for the tender and be able to bring them to the Council for consideration.

I propose that Kevin Isles does a final cut for the season which will be within the 2017/18 budget.

Seconded: Cllr Lynn Thrussell

Agreed By All Councillors

I have an apology to make here for not making it an agenda item. AW Services have refused to continue cleaning the toilets since the end of October. The contract was due to cease at the end of November, which we were aware of. We have sent letters out asking for tenders.

The council had to make an emergency decision to maintain the cleanliness of the toilets.

The Council made the decision to allow Rod Gill to continue cleaning the toilets until the quotes for the tender are in. There is no change to the 2017/2018 budget.

I would like to propose that Rod Gill continues maintaining the toilets until all quotes have been received and a decision is made at the December meeting.

Seconded; Cllr Justin Wright

Agreed By All Councillors

d. **Update on the Highways Group**

Dave Kee has been maintaining the flower beds over the last few months. The Plant bulbs that have been donated by Mr Godfrey Godwin have been planted in these beds in readiness for next year.

A litter pick will be arranged in the next few weeks. We are waiting dates from MOD Lyneham.

Item 9 – Planning

9.1 An update on planning applications was given by Cllr J Wright.

- a) To receive an update on Planning Applications
To discuss planning application 17/10580/FUL Drop kerb in front of property. 33 Preston Lane Lyneham SN15 4AR.

The council have no objections

- b) To discuss planning application 17/10811/FUL Application of smooth rendered external wall installation system – 1-22 Arnhem Cross, 34-92 Hastings Drive and 1-39 York Road SN15 4AJ

The Council have No objections

Item 10 – 1914 to 1918 WW1 and 100 years of the Royal Air Force

a) 1914 to 1918 WW1 Commemoration. Update

We have been in discussion with MOD Lyneham, we have been on the Memorial website to look at ways of funding. However, it clearly states that they can't fund. Parish Councils also cannot fund new memorials. We do have someone in the north looking into memorials at the moment. I have spoken to the memorial group that was set up 18 months ago in Lyneham. But this hasn't progressed very far. However, we are still working hard on establishing something in Lyneham. If members of the parish wish to help please contact one of the councillors. Council to review whether a memorial of appreciation is available for funds

b) 100 years of the Royal Air Force Celebrations. Update

The date of 21st April has been allocated for the celebration of the 100 years of the Royal Air Force. It is intended to have a giant tea party event on the green. MOD Lyneham have offered support as too has 47 sqn Royal Air Force and Royal Air Force Brize Norton. Again if members of the Parish would like to get involved please contact one of the Councillors. We need to show the Army how good the Royal Air Force was and how much we miss them. We are looking to have a brass band and music. If you have any idea, no matter how silly you may feel they are please let us know.

Item 11. To discuss the Clerk to the Parish Council

To update and discuss the Parish Clerk's vacancy and approve the appointment of Mrs Elizabeth Martch-Harry as the Clerk to the Parish Council
We received a number of candidates for the post of The Clerk to the Parish Council. At the interview held in Lyneham on 6th November. Interviewing member, Myself, Cllr Lynn Thrussell and Cllr Justin Wright. Elizabeth. LIZZY. Who is here tonight was the successful candidate. I therefore would like to propose Lizzy to be the new Clerk to Lyneham and Bradenstoke Parish Council.

Seconder Cllr Justin Wright
Agreed By All Councillors

item 14 - Exchange of Information

To consider the hedges and ditches in the allotment area.
Training courses for Councillors

Item 14 – Date of the Next Meeting

The next meeting of Lyneham and Bradenstoke Parish Council is to be held on Tuesday 12th December 2017 in St Michael’s Church Hall Lyneham at 7.00pm.

Signed Date
Chairman