

Draft Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 12th July 2016 in Lyneham Church Hall at 7.00pm.

Present

Cllrs: G Jackson-Haines (Chairman), T Webb, R Selby-Boothroyd, J Webb, J Digman, D Lambourne, L Thrussell and J Selby-Boothroyd.

Clerk to the meeting: Jacquie Henly

There were 9 members of the public present.

Welcome

The Chairman welcomed all present to the meeting.

1) Lt Col Stuart Cowen, the new Chief of Staff at DSEME, was present from the MoD and gave Defence College Update:

There are approximately 1500 trainees and staff occupying the site at the moment. There is plenty more space to utilise on the site so it is expected numbers will increase in the coming years.

Outside the wire and boundary of the Defence College there is the REME Museum, this was expected to be open in the autumn but due to unforeseen circumstances is more likely to be in the early part of 2017.

The new Garden of Remembrance is now open in the grounds of the museum anyone is welcome to visit.

It is intended that the MoD will be represented at each of the Parish Council meetings in future and the likely representative is Sgt Major Kipling, the RSM whose role includes discipline.

The Parish Council were informed that Wiltshire Council would be organising a Children's Day on 24th August at Slessor Park. Although the MoD own the site Wiltshire Council are organising the event.

The accident outside the main gates injured an Officer and his wife but Lt Col Cowen was pleased to report both were alright and had only suffered bruising. The accident had however highlighted again how dangerous the road is. The Parish Council confirmed they are happy to work with the MoD to campaign for road safety improvements.

2) The Chairman read out part of the Neighbourhood Police Team report that was relevant to Lyneham and Bradenstoke – The full report can be seen on the Parish Council web site.

Cllr R Selby-Boothroyd pointed out that questions asked to the Neighbourhood Police Team from last month and reminders sent following the meeting had still not been answered.

3) The Chairman read out a report received from Cllr Bucknell.

Sorry I am unable to make the PC meeting as I am in a full Council meeting

As this is so close to the previous meeting, my updates are as follows:

a. Bradenstoke Solar Park - current estimated connection is mid August

b. Yesterday's RTC - I am waiting to speak to the Officer in Charge to ascertain reasons for the incident.

4) The Chairman invited questions from members of the public present that would be answered during the meeting at item 4 on the agenda or carried over until the next meeting if the answers were not available to hand. Nigel Nunns and Richard Marshall each asked a number of questions which were also submitted in writing.

Item 1 - Apologies for absence

Apologies were received from Cllrs Gill, Glover and Pollard.

Item 2 – Declaration of Interest in items on the Agenda

Cllrs R Selby-Boothroyd, J Selby Boothroyd, Thrussell and Digman declared an interest in item 7f on the agenda as they are all members of the Parochial Church Council of St Michael and All Angels Church.

Item 3 – Approval of Minutes from the previous meeting

Minutes of the Parish Council meeting held on Tuesday 21st June were approved by those present and signed by the Chairman.

Item 4 – Consideration of matters arising from Public Participation

4.1 Cllr J Webb answered questions raised by Nigel Nunns regarding the Neighbourhood Plan and Steering Group:

a) There is no current draft of a Neighbourhood Plan for Lyneham and Bradenstoke.

b) There is no Steering Group for a Neighbourhood Plan as we are currently awaiting the result of a public consultation on whether Lyneham and Bradenstoke will be designated as a Neighbourhood Area. The result of the application should be known within the next 5-6 weeks.

c) If Lyneham and Bradenstoke are designated as a Neighbourhood Area members of the public will be notified and asked if they would like to join the Steering Group.

d) No previous drafts of Neighbourhood Plans are available for Lyneham and Bradenstoke as no drafts have ever been approved by the Parish Council for circulation to the public.

4.2 Questions raised by Richard Marshall will be answered following the meeting.

Item 5 – To receive items on the Clerk's Report

5.1 Made contact with the MoD requesting that a representative attend our monthly meetings or send a written report. The request was acknowledged and we were informed a representative would attend in future.

5.2 Made contact with the Neighbourhood Police Team requesting answers to the questions asked prior to the meeting by Cllr R Selby-Boothroyd. No answers were forthcoming but we were assured that a general report was due to be circulated at the end of June beginning of July.

5.3 Requested that Cllr Bucknell explain why she had forwarded plans of the proposed new footpath associated with the new dropped kerb in Bradenstoke to residents and not sent them to the Parish Council. Cllr Bucknell said she understood that the Parish Council already knew about the work. The Clerk confirmed the Parish Council were aware of the approval for the dropped kerb but had not been sent copies of the plans Cllr Bucknell had distributed to residents regarding the footpath.

5.4 Requested if Cllr Bucknell could advise why the paving used at the dropped kerb did not appear to be of the usual standard for such a crossing point. Cllr Bucknell explained the difference between paving used in urban and rural areas.

5.5 Informed Came & Company we no longer required their services regarding the Parish Council Annual Insurance.

5.6 Confirmed acceptance of the 3 year long term agreement for Annual Insurance with Aon.

5.7 Cllr Glover confirmed he had contacted the owner of the severally overgrown hedge obstructing access into the Allotments at Bradenstoke. The owner has agreed to cut the hedge. Cllr Glover will monitor this and follow up if required.

5.8 Informed Wiltshire Council there was no objection to the tree application discussed at the June meeting.

5.9 Circulated two planning applications by e-mail to members of the Planning Committee for comment as the date for a response was prior to the next meeting.

The following comments were sent to Wiltshire Council

16/04297/FUL - 52 Webbs Court - This would appear to be verging on overdevelopment in an already relatively high density area of development in Lyneham, that could lead to a reduction in amenity for its neighbours both by its size and its lack of provision for an adequate number of parking places for the proposed size of property.

16/04938/CLE – Old Catcombe Farm, New Zealand – We object to this application as although we are happy to concede that the unlawful change of use and development took place over ten years ago, the apparent state of dilapidation would appear to undermine the use of the four year rule as mentioned. Furthermore, given that the conversion was done without consent, it seems safe to assume that it was done without the oversight of building control so at a very minimum a thorough structural survey needs to be carried out before anything is done with this building, including demolition. From the statements given, it would appear that the building has only ever been used for holiday use, i.e. not for permanent occupation, so trying to get a CLE as a permanent residence seems to be stretching things a bit. In this case we would recommend a FUL application would be more appropriate.

5.10 Contacted Tree Surgeons for a quote to remove some of the lower branches of trees on The Green in Lyneham. A meeting is to be arranged to explain the work required and then a quote will be requested.

5.11 Contacted the A W Services regarding the grass cutting at the Pound Close Play Park. They had attempted to cut the grass on a number of occasions but the gate into the park had been blocked by a works van and they could not locate the owner of the vehicle to get it moved. They have since been back over a weekend and the grass has now been cut.

Item 6 – To receive update reports from working groups, committees and representative members of outside bodies.

6.1 Report from the Allotment Working Group:

There are still currently two allotments available to rent.

6.2 Report from Communications Working Group:

All the Summer Editions of the Parish Magazines have been delivered.

6.3 Report from Young People and Families Working Group:

Cllrs Thrussell and Digman painted some of the older equipment in the Bradenstoke Play Park.

6.4 Report from Britain in Bloom Working Group:

The judging for Britain in Bloom was carried out on July 7th. All those that helped and volunteered their time in preparing for this competition were invited to a tea in Lyneham Church Hall.

Cllr Thrussell conveyed thanks to all the volunteers that had helped make the villages look so good in preparation for the competition and reported that the judges were very impressed with what they saw. The results will not be known until September.

6.5 Notes of a meeting held at Lyneham Village Hall on Friday 1st July 2016 about Planning for Development in Lyneham – submitted by Cllr R Selby-Boothroyd

Cllr Allison Bucknell introduced an officer from Wiltshire council as 'Sophie', explaining that Sophie is not a case officer for Planning Development and Building Control but an officer for Spatial Planning.

Between them they explained something of Wiltshire's Core Strategy which specifies the allocation of new dwellings to be built by 2026. In June 2015 there was a shortage of 113 dwellings in the Royal Wootton Bassett and Cricklade Community Area, reduced by new applications to 63 by September 2015 and to zero now. There is no requirement for any more housing in Lyneham according to the Core Strategy.

Referring to the many dwellings being built in Royal Wootton Bassett, houses built in Market Towns do not count in the Community Area allocations; their allocations are separate. Why new applications in the town of Cricklade have reduced the housing shortage in the villages to zero was not explained.

Some definitions: Lyneham (and Purton) are Large Villages, Bradenstoke is a Small Village, Royal Wootton Bassett and Cricklade are Towns

There are three levels of housing allocation in Wiltshire's Core Strategy:

1. The main towns, Salisbury, Trowbridge, etc
2. Market Towns, e.g. Royal Wootton Bassett, Cricklade
3. Villages in Community Areas

The overall total allocated to all areas is a minimum of 42,000 dwellings by 2026, but that does not include SFA (Service Families Accommodation). A resident of Bradenstoke commented, unchallenged, that "the quarters are nothing to do with us". No mention was made of the factor that significant numbers of civilian staff of MoD Lyneham do not qualify to occupy SFA.

Monitoring of the progress towards housing targets is made on a five year rolling schedule to even out irregularities. The five year supply monitoring does not specify the type of dwellings.

Across Wiltshire there is a shortage of housing in the current 5 year target period, particularly in the third of the County we are in: North & West. This shortage stems from the 4,000 shortfall in Chippenham. It was said that new applications for development in Lyneham (where, it was said, there is no identified housing need) could claim, maybe on appeal, that they were meeting the overall need in this part of the County. The main purpose of the meeting appeared to be to cover the eventuality that significant numbers of houses could end up being built in Lyneham on appeal despite recent rejection of a major planning application.

Copies of a map were handed out: Lyneham – Draft Proposals for Revised Settlement Boundaries. This has not yet been consulted upon and is to be published in November or December 2016. This shows the Existing settlement boundary drawn round housing from the old Police House, round Pound Close and Webbs Court, all the original and existing SFA and Victoria Drive and the west of Calne Road, all as one block taking in the Primary School and Church properties but not The Green. In addition a Settlement Boundary Review Pre-Submission boundary is shown adding in the built properties in Chippenham Road and the west of the A3012 up to South View where the line is incomplete. Since the additional boundary includes some areas of The Green it must be rigorously reviewed by the Parish Council.

The map caused some inevitable questions about numbers of dwellings allowed in Large and Small villages. Cllr Bucknell stated that a settlement boundary can be altered in a Neighbourhood Plan but that does not apply in Lyneham because there is no Neighbourhood Plan.

Copies of another map were handed out: Lyneham Strategic Housing Land Availability Assessment. Cllr Bucknell stated that the SHLAA "doesn't mean anything". There was alleged to be a separate map showing employment land.

Cllr Bucknell outlined the purpose of Neighbourhood Plans and some of the history of the NEW-V plan process, and asked for the Parish Council's update on the development of a Neighbourhood Plan. Attached is Cllr John Webb's report which was read to the meeting.

Cllr Bucknell stated that Lyneham might not need a Neighbourhood Plan because the strategic housing need has been met. However, if Bradenstoke wanted to alter its housing requirements then a Neighbourhood Plan is needed.

There was no representation at the meeting from any of those local residents who had declared their disappointment when the Pound Farm housing development was rejected.

Stevie Palmer read an extract from the minutes of the Lyneham and Bradenstoke Parish Council Meeting held on 21st June: "Detailed questions from Wiltshire Council about the Parish Council's application seemed to constitute a request for a complete plan to be submitted with the application prior to approval being given to develop the plan" and asked why this differed from the update report just read. The straight answer given was that we are now ten days further on from the situation when that meeting was held; both statements are true at the time they were made.

Sophie stated that she thought the necessary approval for Lyneham and Bradenstoke to be a Neighbourhood Plan area had now been given.

A resident of Bradenstoke asked why Lyneham and Bradenstoke needs a separate Neighbourhood Plan and when referred back to the reasons given in the update report commented "that sounds stupid".

Cllr Bucknell stated that a new planning application had been submitted by Gleesons for housing at Pound Farm and that it would be a couple more weeks for it to be validated. A representative of Gleesons was

present at the meeting. There followed several comments in opposition to known aspects of such a development.

6.6 Report from Councillor J Webb re The Neighbourhood Plan:

Lyneham and Bradenstoke Parish Council Neighbourhood Plan Update.

Lyneham and Bradenstoke Parish Council is in the process of submitting an application for Neighbourhood Plan Area status. We are led to believe that our application now complies with the criteria set by Wiltshire Council.

We have been told that all the surveys and consultations that were carried out when we were part of the NEW-V scheme are still valid. This includes our Community Led Plan. However we do have major concerns about the Strategic Housing Land Availability Assessment due to sites being put on it without the consent or knowledge of the land owners.

It is also worth pointing out that all of the sites on the SHLAA are outside of the settlement boundary of Lyneham as indeed were the former bus depot site and the vicarage.

Considering how things have changed in the Parish with RAF Lyneham closing and DCTT Lyneham opening, since we started the neighbourhood planning process with the NEW-V group, we feel that it would be appropriate to carry out a limited scoping exercise with the MoD and the school before issuing a new draft plan for consultation.

Given the amount of work that will be involved in doing even a limited scoping exercise, we are waiting to have our application approved before commencing on it with our partners.

We also hope that our business community are planning towards our community's forthcoming change in status to a tourist destination when the REME museum opens.

On the subject of business, we are aware of changes taking place on two of the prime retail/commercial sites in Lyneham, and think that it would be better for the sustainability of our community if these two prime sites are not lost to housing as several other commercial properties in the Parish have been.

We trust that we will have the new plan process up and running shortly, but at this point in time the schedule is out of our control.

Item 7 – Finance

7.1 Account Balances inclusive of all cheques written and deposits made - Current Account £36327.92
Deposit Account £58171.23

7.2

Cheque No	Payee	Amount
644	Eon - Electricity	57.90
645	Mark Thrussell – Soil for BinB	50.00
646	Thames Water – Public Toilets	40.65
647	J Henly – Clerks Salary June	547.58
648	J Henly – Paint purchased for the Play Park	31.40
	Money Received	Amount
	Advertising in Parish Magazine	25.00

7.3 A proposal to purchase a sign detailing improvements made to the play park in Bradenstoke during the financial year 2015/2016 were discussed and considered. Funding of £76.75 was approved for the purchase.

7.4 A grant application for Bradenstoke Village Hall for £800 towards the cost of decoration the hall was approved.

7.5 A grant application from Lyneham Primary School for £500 towards the cost of Sensory Room at the School was approved.

7.6 A grant application from St Michael and All Angels Church, Lyneham for up to £500 to cover the cost of a Christmas Party for elderly residents of the parish was approved.

7.7 A grant application from Lyneham Scout and Guide Association for up to £330 was approved to cover the cost of new equipment for the Lyneham Scout and Guide Head Quarters was approved. The amount maybe slightly less as a donation of a microwave may mean they do not have to purchase a new one.

It was resolved that payment of all the grants awarded will be made on receipt of the invoices when the work is complete.

Item 8 – Planning

8.1 An update on planning applications had previously been distributed to members.

8.2 Planning application 16/05186/FUL – Porch to front elevation – 10 Boundary Close, Bradenstoke was discussed and considered there were no objections to the application.

Item 9 – Exchange of Information.

9.1 Cllr Lambourne reported he had been asked for an update on a water supply to the Allotments and when the gate from the Playing Field was going to be made more secure so that people could not climb over it.

9.2 Cllr R Selby-Boothroyd asked if anyone was able to attend the NTG Meeting in Wootton Bassett on Wednesday. Cllr Thrussell agreed to attend.

9.3 Cllr R Selby-Boothroyd asked if the Parish Council had responded to Wiltshire Council regarding the Parish Steward Scheme. It was confirmed we had. It was resolved that Councillors should send items to the Clerk as soon as possible so that we could list our priorities of work for completion.

Item 10 – Date of the Next Meeting

The next meeting of Lyneham and Bradenstoke Parish Council is to be held on Tuesday 13th September 2016 in Lyneham Church Hall at 7.00pm. It was noted that there would be no meeting in August unless required. If a meeting is required in August notices will be put in the Parish Council Notice Boards and on the web site.

Item 11 – Resolve to exclude the Press and Public

It was resolved to exclude the press and public from the last item on the agenda in accordance with section 1 of the public bodies Admission to Meetings Act 1960. To determine an issue which Wiltshire Council has deemed confidential.

The minutes for the above item are to be treated as confidential and will be filed separately to the main minutes.

Signed Date
Chairman.