

# LYNEHAM AND BRADENSTOKE PARISH COUNCIL



## Clerk to Council: Elizabeth Martin

Website: <https://www.lynehamandbradenstoke-pc.gov.uk/>  
Email: [Parish.clerk@lynehamandbradenstoke-pc.gov.uk](mailto:Parish.clerk@lynehamandbradenstoke-pc.gov.uk)  
Telephone: 01225 864240  
Facebook: <https://www.facebook.com/Lynehamandbradenstokeparishcouncil/>

Ivy House  
72 The Green  
Poulshot  
SN10 1RT

3<sup>rd</sup> February 2021

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 Virtually on Tuesday 9<sup>th</sup> February 2021 at 7:30pm for purposes of transacting business as set out in the Agenda below.

The meeting will be held REMOTELY using Microsoft Teams.

For Members of the Public wishing to observe the meeting they may do so at the following address

<https://bit.ly/39pQmlm>

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. The Wiltshire Councillor for Lyneham, the press and public are invited to attend.

**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](mailto: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](http://www.lynehamandbradenstoke-pc.gov.uk)

Yours sincerely,  
**Elizabeth Martin**  
Parish Clerk



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## **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.

## **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 MEETING**  
To Confirm as a true record the minutes of the Parish Council meeting held on 12<sup>th</sup> January 2021.
- 4 PLANNING COMMITTEE**
  - a. To receive the Monthly Planning Report
  - b. No outstanding Planning Applications to Review
- 5 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**
  - a. **Flower Beds Working Group**  
Cllr Frank Ball to report.
  - b. **Allotment Working Group**  
Cllr Frank Ball to report.
  - c. **Open Spaces Working Group**  
Cllr Frank Ball to report.
  - d. **Neighbourhood Development Plan Update**  
Cllr Frank Ball to report.
  - e. **Royal Wootton Bassett & Cricklade Area Community Safety Forum Update**  
Cllr Mike Robertson to report.



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- 6 TO CONSIDER AND AGREE THE DISBURSEMENT OF THE SECTION 106 GRANT ASSOCIATED WITH 13/02365/FUL (LAND AT 23 CALNE ROAD) IN ACCORDANCE WITH THE CONTRACT TO BE USED FOR RECREATIONAL IMPROVEMENTS**
  - a. To Consider And Agree The Grant Application From Lyneham Village Hall For The Sum Of £32,510 Subject To Ratification With Wiltshire Council**
  - b. To Consider And Agree The Grant Application From Bradenstoke Village Hall For The Sum Of £8230 Subject To Ratification With Wiltshire Council**
- 7 TO CONSIDER AND AGREE THE REQUEST FOR ROAD SAFETY IMPROVEMENTS ADJACENT TO TESCO, CALNE ROAD, LYNEHAM AND FOR A FORMAL REQUEST TO BE PUT TO CATG FOR CONSIDERATION**
- 8 TO CONSIDER AND AGREE THE FORMATION OF AN ADVISORY COMMITTEE / WORKING GROUP (S.102(4) LGA 1972) TO RESEARCH AND ADVISE ON THE PROJECT WORK FOR THE SID SCHEME IN LYNEHAM AND BRADENSTOKE (SUBJECT TO THE COUNCIL'S WORKING GROUP POLICY)**
  - a. To Appoint Councillors to the Committee**
  - b. To Nominate a Lead Councillor**
  - c. To Agree Volunteers for the Committee**
- 9 TO CONSIDER AND AGREE THE FORMATION OF AN ADVISORY COMMITTEE / WORKING GROUP (S.102(4) LGA 1972) TO RESEARCH AND ADVISE ON THE PROJECT WORK FOR THE BRADENSTOKE WAR MEMORIAL (SUBJECT TO THE COUNCIL'S WORKING GROUP POLICY)**
  - a. To Appoint Councillors to the Committee**
  - b. To Nominate a Lead Councillor**
  - c. To Agree Volunteers for the Committee**
- 10 TO CONSIDER AND AGREE AN UPDATE TO ROLES AND RESPONSIBILITIES FOR THE COUNCIL**
- 11 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**
- 12 FINANCE MATTERS**
  - a. To Receive for information, Disbursements made since the last meeting**
  - b. To Receive the Bank Reconciliation**

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- 13 **TO CONSIDER AND AGREE TO THE CONTRACT EXTENSION BY SIX MONTHS (TO 30-SEPT-2021) FOR GRASS CUTTING AND RELATED WORK (KEVIN ILES)**
- 14 **TO CONSIDER AND AGREE TO THE CONTRACT EXTENSION BY SIX MONTHS (TO 30-SEPT-2021) FOR THE CLEANING OF THE PUBLIC TOILETS IN LYNEHAM (RKM CONSTRUCTION)**
- 15 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
  - a. **To receive a list of correspondence and circulars since the last meeting**
- 16 **TO CONSIDER ITEMS OF MAINTENANCE**
- 17 **KEY MESSAGES**
- 18 **NEXT MEETING**

To Note the next meeting will take place on 9<sup>th</sup> March 2021. Unless otherwise notified, this and all subsequent meetings will be 'virtual' meetings in accordance with the current legislation, up to and including 5<sup>th</sup> May 2021.

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.