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 Lyneham Village Hall on Tuesday 8th July 2025 commencing at 7:00pm.

MEMBERS PRESENT: Frank Ball [FB], Shendie Green [SG], David Leuty [DL], Sarah Whetham [SW] (From CM25/143)

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

CHAIR: Frank Ball [FB]

APOLOGIES: Ron Glover [RG2]

ABSENT: None

Full Council Meeting Commenced: 19:20

CM25/136 **TO RECEIVE APOLOGIES FOR ABSENCE**
Ron Glover [RG2]

CM25/137 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
No declarations of interest or applications for dispensation were made.

CM25/138 **MINUTES OF THE PREVIOUS MEETING, 10TH JUNE 2025**
Proposed [SG]. Seconded [FB]. Agreed.

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 10th June 2025 Be Accepted As Written.

CM25/139 **Minutes of the previous meeting, 24th June 2025**

Proposed [SG]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 24th June 2025 Be Accepted As Written.

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CM25/140 **TO CONSIDER AND AGREE TO CO-OPT SARAH WHETHAM AS A PARISH COUNCILLOR FOR LYNEHAM AND BRADENSTOKE PARISH COUNCIL**

CM25/141 **To Receive An Oral Presentation From Sarah Whetham**
No presentation was provided but SW answered queries from the Council regarding her CV and Personal Statement.

CM25/142 **To Consider and Agree To The Co-Option of Sarah Whetham**
Proposed [SG]. Seconded [FB]. Agreed.

IT WAS RESOLVED THAT The Parish Council Accept The Co-Option Of Sarah Whetham As A Parish Councillor For Lyneham And Bradenstoke Parish Council

SW Signed The Declaration Of Acceptance Of Office and joined the meeting.

CM25/143 **CHAIRS ANNOUNCEMENTS**
The Chair reported issues with the Green Farm (Tiger Moth) development, noting poor communication from Gladman and unfulfilled promises of land transfers once the planning application was granted on appeal. The Councils' extremely disappointed with the lack of communication, engagement and unfulfilled commitments. Gladman Developer and another landowner have not acted in the best interest of the village or its residents.

CM25/144 **TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**
The Clerk reported meeting internal audit timelines, with external audit queries being addressed.

Quotes for winter bedding, ditch maintenance, and a tree report are in progress.

CM25/145 **PLANNING**

CM25/146 **To Consider The Following Planning Requests:**
PL/2025/05017

Proposal:	Repair and extension of existing chimney stack in thatched portion of property to meet current height regulations for a functioning chimney through thatch.
Site Address:	98, Bradenstoke, Chippenham, SN15 4EL
Application Type:	Householder Planning Permission
Outcome:	No Objection

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CM25/147 **To Consider And Agree The Submission of "Form A" For The Street Naming Application to Wiltshire Council For Green Farm Lyneham**
Council asked the Clerk to pose the question to the public via the website and Facebook and collate suggestions. The Council will then complete the form having reviewed and considered the suggestions.

Proposed [DL]. Seconded [FB]. Agreed.

IT WAS RESOLVED THAT The Clerk Provide A Consultation Process With The Public Before The Suggested Names Are Reviewed.

CM25/148 **REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**

CM25/149 **Allotments**

CM25/150 ***To Discuss Removing The Five-Bar Gate And Replacing It With A 2-Meter-High Perimeter Fence, And To Request Cost Estimates For This Project To Be Prepared And Presented At The September Meeting The Clerk is awaiting a quote for allotment works; to be prioritised.***
Proposed [SG]. Seconded [DL]. Agreed.

IT WAS RESOLVED THE The Five-Bar Gate And Replacement With A 2 Meter High Perimeter Fence Be Rejected.

CM25/151 ***To Discuss The Option Of Providing A Portable Loo For The Allotment Holders, And To Request Cost Estimates For This Project To Be Prepared And Presented At The September Meeting***
The Council was not in favour of pursuing a portable loo for the allotments. No further action required.

CM25/152 ***To Consider And Agree The Quote For Tree/Hedge Work In The Allotment Site To Be Carried Out in September 2025 At The Cost Of £5700 (Inc VAT)***
Proposed [FB]. Seconded [SG]. Agreed.

IT WAS RESOLVED THAT The Quote For Tree/Hedge Work In The Allotment Site To Be Carried Out In September 2025 At The Cost Of £5700 (Inc VAT) Be Accepted.

CM25/153 ***To Discuss And Agree Next Steps For Allotment Markers To Identify Plot Numbers Formally***
Plot boundary issues and weed problems were discussed. A newsletter to remeasure and mark plots was proposed. A newsletter be sent to allotment holders

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CM25/154 **OPEN SPACES & PLAY AREAS WORKING GROUP**

CM25/155 ***To Consider And Agree A Contractor, From Received Quotes, To Complete The Two Flower Beds On The Green, Lyneham***
Proposed [FB]. Seconded [DL]. Agreed.

IT WAS RESOLVED The Quote For £650 To Complete The Two Flower Beds On The Green, Lyneham Be Accepted

CM25/156 **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 THAT The Proposal 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 Be Accepted

CM25/157 **Royal Wootton Bassett & Cricklade Area Board Update**
Next Meeting 24th September 2025, 18:30, Proposed venue Royal Wootton Bassett Town Council, The Manor House, Lime Kiln, SN4 7GJ

CM25/158 **Local Highways And Footpath Improvement Group (LHFIG)**
The next meeting is scheduled for Wednesday 27th August 2025, 18:00, via MS Teams (TBC) [SG] To Attend

CM25/159 ***To Review And Discuss A Request From A Member Of The Public For The Installation Of Traffic Lights At The Lyneham Fields Development (What3words: ///clumped.optimists.secretly) To Be Considered At LHFIG For Installation On Safety Grounds***
Proposed [FB]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT A Letter Be Sent To Wiltshire Council Regarding The Lyneham Fields Junction Concerns.

CM25/160 **Relations And Communications Working Group**

CM25/161 ***Under Section 137 of the Local Government Act 1972 To Consider And Agree A Grant Request For £500.00 (Total Project £3000.60) To Aid In The Replacement Of The Front Doors To The Methadist Community Hall***
Proposed [FB]. Seconded [DL]. Agreed.

IT WAS RESOLVED THAT A Grant Request For £500.00 (Total Project £3000.60) To Aid In The Replacement Of The Front Doors To The Methadist Community Hall Be Accepted Under Section 137 of the Local Government Act 1972

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CM25/162 **SID Working Group**

CM25/163 ***To Discuss And Agree The Placement And Installation Of A Galvanised Post For A SID Unit To Be Placed On Calne Road***
Proposed [SG]. Seconded [SW]. Agreed.

IT WAS RESOLVED THAT Placement Of A SID Post Near "Hello Gorgeous" On Calne Road On Parish Council Owned Land Be Agreed.

CM25/164 **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 THAT The Proposed 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 Be Accepted

CM25/165 **Parish Steward**
The Parish Steward cleared glass and foliage at Great Street Junction improving visibility and storm drains on Preston Lane. Path maintenance requests were noted.

CM25/166 **FINANCE MATTERS**

CM25/167 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3**
No actions were reported

CM25/168 **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

CM25/169 **To Consider And Approve The Schedule Of Forthcoming Payments**
Proposed [FB]. Seconded [DL]. Agreed.

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

Scheduled Payments Attached To These Minutes

CM25/170 **To Receive The Bank Reconciliations As Presented**
Bank reconciliations were received

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CM25/171 **To Receive And Consider Mulberry Local Authority Services Ltd At The Cost Of £75 Per Hour + VAT To Carry Out The Parish Council Internal Audit For 2025-2026**

Proposed [FB]. Seconded [SG]. Agreed.

IT WAS RESOLVED THAT The Appointment Of Mulberry Local Authority Services Ltd At A Cost Of £75 Per Hour + VAT To Carry Out The Parish Council Internal Audit For 2025-2026 Be Accepted.

CM25/172 **TO RECEIVE AND DISCUSS THE VIEWS AND REQUESTED SUPPORT ON BEHALF OF A MEMBER OF THE PUBLIC TO PERSUE A JUDICIAL REVIEW INTO THE PLANNING PROCESS CARRIED OUT BY WILTSHIRE COUNCIL REGARDING THE TRAVELER SITE ON CLACK HILL**

Proposed [FB]. Seconded [SW]. Agreed

IT WAS RESOLVED THAT The Request, On Behalf Of A Member Of The Public, To Support The Pursuit Of A Judicial Review Into The Planning Process Carried Out By Wiltshire Council Regarding The Traveler Site On Clack Hill Be Accepted.

CM25/173 **TO RECEIVE AN UPDATE ON THE D2 LAND TRANSFER AT POUND FARM**

Ongoing engagement issues with the developer's legal team at Vistry were noted, the draft agreement is still with solicitors awaiting a response. EM to ask for an update.

CM25/174 **TO RECEIVE AN UPDATE ON THE PUBLIC TOILET BLOCK REFURBISHMENT**

Refurbishment starts 14th July for 12 weeks, with parking and skip arrangements made.

- *Clerk to meet contractors on 14th July.*
- *Clerk to confirm skip placement and fencing with MOD.*
- *Clerk to contact the school for parking if required.*

CM25/175 **To Discuss And Agree The Cost Of Tree Maintenance At The Toilet Block In Lyneham If Required At The Cost Of £485.00**

Proposed [FB]. Seconded [SG]. Agreed To Defer

IT WAS RESOLVED THAT The Cost Of Tree Maintenance At The Toilet Block In Lyneham At The Cost Of £485.00 Be Deferred, Pending The Progress Of The Refurbishment Of The Toilet Block.

CM25/176 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**

Remuneration Document Circulated – To Be discussed in the September Meeting.

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Training dates with WALC (Wiltshire Association Local Councils)

CM25/177 **TO CONSIDER ITEMS OF MAINTENANCE**

- Clerk to arrange training details and a refresher course for the Council.
- Clerk to chase zip wire and gate repairs in Bradenstoke.
- Path maintenance near the garage to Pound Close is needed. Parish Steward to be asked to take up the grass that is encroaching the pathway.
- Clerk to plan tree replacements.

CM25/178 **TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC**

The key summary points for public messaging are as follows:

- The Parish Council welcomes Sarah Whetham to the Council
- The Parish Council is aware of the concerns regarding the junction at Lyneham Fields development and will be formally writing to Wiltshire Council.
- The Parish Council will be sending out a request to the public regarding the street naming consultation requested for Tiger Moth housing site.
- A newsletter will be going out to all the allotment holders outlining plans for the site.
- The Parish Council has agreed to formally support the request for judicial review of Wiltshire Councils planning approach to the approval of the traveller's site on Clack Hill.

CM25/179 **NEXT MEETING**

The next meeting was confirmed for Tuesday, 9th September 2025, 19:00 PM at Lyneham Village Hall.

Meeting closed 20:36

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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:

- Minimal activity from the new administration, which is consulting on public priorities.
- Locally, Lyneham Banks improvements included temporary speed limits, not legally enforceable due to incomplete signage, though many drivers adhere to 40 mph.
- A review of speed limits is planned, expected to take months.
- The Wiltshire Local Plan has progressed unexpectedly.
- Safety concerns outside Lyneham Primary School are prioritised for scheme development.
- Complaints about Great Street Junction focus on hedge maintenance and visibility, with mirrors or traffic calming dismissed due to safety risks. Speed limit reviews around the junction were suggested due to no footpath. Parking issues near a shop affect visibility at a hill brow.
- Green Farm faces ecological delays, and Lyneham Fields has incomplete junction works. A cycle path to Webb's Court is unlikely.
- A public member requested speed limit signage (30 or 35 mph) on a dangerous bend near Lyneham Banks due to traffic and a footpath crossing.
- Grass cutting at Lyneham Fields needs urban maintenance standards.

AB Actions Discussed

- *AB to investigate speed limit signage on the bend near Lyneham Banks and provide examples from Wiltshire.*
- *AB to follow up on grass cutting at Lyneham Fields for urban maintenance standards.*
- *Clerk to forward the public member's email regarding traffic lights at Lyneham Fields to AB for LHFIG consideration.*

MOD Lyneham Report

Lt. Col. Paul Jordan MOD (Ministry of Defence) Lyneham MOD representative provided apologies. 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

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Other Public Items Discussed.

Several public members raised safety concerns about the Lyneham Fields junction, deemed unsuitable during planning. Suggestions included traffic lights or a roundabout. AB noted that major changes require developer funding, with LHFIG limited to smaller schemes. The council agreed to submit a letter to Wiltshire Council on junction safety and incomplete works. Enforcement against developers was noted as weak.

- *Clerk to draft and submit a letter to Wiltshire Council regarding Lyneham Fields junction safety and incomplete works.*
- *Alison to raise the traffic lights request at the LHFIG meeting on 27th August 2025.*

Public Participation Section Ended 19:20

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

Signed _____ Date _____

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