



## Clerk to Council: Elizabeth Martin

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Ivy House  
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SN10 1RT

9<sup>th</sup> December 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 on Tuesday 14<sup>th</sup> December 2021 at 7:00pm at **Bradenstoke Village Hall** for purposes of transacting business as set out in the Agenda below.

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

The meeting will be held at Bradenstoke Village Hall and REMOTELY (for non-Councillors and Public) using Microsoft Teams.

Due to the current COVID restrictions and the availability of space for the public the Council asks that non-Councillors, where possible, attend on-line.

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

<https://bit.ly/3pZSF5N>

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.

**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



**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 9<sup>th</sup> November 2021.
- 4 MINUTES OF THE CONFIDENTIAL SESSION OF THE MEETING HELD ON JANUARY 12<sup>TH</sup> 2021  
To Confirm as a true record the minutes of the Parish Council meeting, Confidential Session, held on 12<sup>th</sup> January 2021.
- 5 CHAIR'S ANNOUNCEMENTS
- 6 PLANNING
  - a. To receive the latest Planning Report
  - b. To consider the following planning requests: -  
  

[PL/2021/11175](#) Outline planning application (all matters reserved except means for access only in relation to a new point of access into the site) for residential development for up to 56 dwellings, including the creation of a new vehicular access, public open space, landscape planting, pumping station, surface water attenuation and associated infrastructure  
  
Land North of Webbs Court, Lyneham

**7 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT**

- a. Update On Toilet and Grounds Contracts
- b. Tree Report
- c. National Pay Negotiations
- d. Bradenstoke Resurfacing Work (Play Park and Noticeboard)

**8 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS**

- a. Flower Beds Working Group, Cllr Green
- b. Allotment Working Group, Cllr Glover
- c. Open Spaces & Play Areas Working Group, Cllr Ball
- d. Neighbourhood Development Plan Update, Cllr Jones
- e. Royal Wootton Bassett & Cricklade Area Community Safety Forum Update, Cllr Jones/Glover
- f. Royal Wootton Bassett & Cricklade Area Board, Cllr Jones/Ball
- g. SID Working Group Update, Cllr Ball
- h. War Memorial Working Group Update, Cllr Green
- i. Emergency Plan Working Group, Cllr Leuty
- j. Highways and Maintenance Working Group, Cllr Ball
- k. Community Area Transport Group (CATG), Cllr Jones/Ball
- l. Young People and Families Working Group, Cllr Jones
- m. Public Relations and Communications Working Group, Cllr Green/Church

**9 FINANCE MATTERS**

- a. To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With Resolution CM21/044
  - (i) Bradenstoke Play Park Entrance Re-Surfacing (£1800)
  - (ii) Bradenstoke Noticeboard Amendments (£1962)
- b. To Consider and Agree to the Amendment of Financial Regulation 4.1, bullet 3, from £500 to £2000



- c. To Receive For Information, Disbursements Made Since The Last Meeting
- d. To Consider And Approve The Schedule Of Forthcoming Payments
- e. To Receive The Bank Reconciliations As Presented
- f. To Consider and Agree The 2022/23 Parish Council Budget
- g. To Consider and Agree The Precept Request for 2022/23

- 10 TO RECEIVE FOR INFORMATION, THE EXTERNAL AUDITORS REPORT FOR THE 2020/21 MUNICIPAL YEAR.
- 11 TO CONSIDER AND AGREE TO PURSUE THE NALC LOCAL COUNCIL AWARD SCHEME AT A COST OF £50
- 12 TO CONSIDER AND AGREE TO ADOPT OKR – OBJECTIVES AND KEY RESULTS MATRIX - AS A MEASUREMENT TOOL FOR THE COUNCIL
- 13 TO RECEIVE AN UPDATE ON THE COMMUNITY ENGAGEMENT MEETING WITH THE BRADENSTOKE COMMUNITY
- 14 TO RECEIVE AN UPDATE ON THE COMMUNITY ENGAGEMENT MEETING WITH THE LYNEHAM COMMUNITY
- 15 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED
- 16 TO CONSIDER ITEMS OF MAINTENANCE
- 17 KEY MESSAGES
- 18 NEXT MEETING

To Note the next meeting of the Full Council, will be Tuesday 8<sup>th</sup> February 2022 at Lyneham Village Hall.

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.