LYNEHAM AND BRADENSTOKE PARISH COUNCIL

Clerk to Council: Elizabeth Martin

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Ivy House
72 The Green
Poulshot
SN10 1RT

3rd July 2025

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 8th July 2025 at 7:00pm at **Lyneham 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 also be available to observe online (for non-Councillors and Public) using Microsoft Teams.

For Members of the Public wishing to observe the meeting online they may do so at the following address, or use the QR code below.

https://tinyurl.com/3yzk7v7m

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

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

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.

NOTE: For items not on this Agenda please write to the Clerk

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 MEETINGS
To Confirm as a true record the minutes of the Parish Council meeting held on the 10th June 2025, and the minutes of the Parish Council meeting held on the 24th June 2025.

4 TO CONSIDER AND AGREE TO CO-OPT SARAH WHETHAM AS A PARISH COUNCILLOR FOR LYNEHAM AND BRADENSTOKE PARISH COUNCIL

a. To Receive An Oral Presentation From Sarah Whethem

b. To Consider and Agree To The Co-Option of Sarah Whethem

5 CHAIR'S ANNOUNCEMENTS

6 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT

7 PLANNING

a. 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

b. To Consider And Agree The Submission Of "Form A" For The Street Naming Application To Wiltshire Council For Green Farm Lyneham

8 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILLORS

a. Allotments

(i) 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.

(ii) 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

(iii) 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)

(iv) To Discuss And Agree Next Steps For Allotment Markers To Identify Plot Numbers Formally

b. Open Spaces & Play Areas Working Group

(i) To Consider And Agree A Contractor, From Received Quotes, To Complete The Two Flower Beds On The Green, Lyneham

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

d. Local Highways and Footpath Improvement Group (LHFIG)
Next Meeting, Wednesday 27th August, 18:00pm via MS Teams (TBC)

(i) 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

e. Relations And Communications Working Group

(i) 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

f. SID Working Group

(i) To Discuss And Agree The Placement And Installation Of A Galvanised Post For A SID Unit To Be Placed On Calne Road

g. Parish Steward

(i) To Receive An Update On The Parish Steward – [SG]

9 FINANCE MATTERS

a. **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR5.15**

b. **To Receive For Information, Disbursements Made Since The Last Meeting**

c. **To Consider And Approve The Schedule Of Forthcoming Payments**

d. **To Receive The Bank Reconciliations As Presented**

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

10 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

11 TO RECEIVE AN UPDATE ON THE D2 LAND TRANSFER AT POUND FARM

12 TO RECEIVE AN UPDATE ON THE PUBLIC TOILET BLOCK REFURBISHMENT

a. **To Discuss And Agree The Cost Of Tree Maintenance At The Toilet Block In Lyneham If Required At The Cost Of £485.00**

13 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED

14 TO CONSIDER ITEMS OF MAINTENANCE

15 TO REVIEW A SUMMARY OF THE MEETING'S KEY POINTS & MESSAGES TO THE PUBLIC

16 NEXT MEETING

To Note the next meeting of the Full Council, will be Tuesday 9th September 2025, 19:00, 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.