

Minutes of Lyneham & Bradenstoke Parish Council Meeting held on Tuesday 13th February at Bradenstoke Village Hall at 7.00pm.

Present

Cllrs: G Jackson-Haines (Chairman), Cllr's Judy Digman, Fred Gomme, Del Lambourne, Rod Gill, Darren Hewitt and Justin Wright

Clerk to the meeting: Elizabeth Martch-Harry

Welcome

The Chairman welcomed all present to the meeting.

Item 1 - Apologies for absence

Apologies were received from Cllrs Lynn Thrussell, Trudi Clarkson & Tim Webb

Item 2 – Declaration of Interest in items on the Agenda.

Item 3 – Approval of Minutes from the previous meeting

Minutes of the Parish Council meeting held on Tuesday 12th December 2017 were approved and were accepted by those present and signed.

Approved by all Councillors. Minutes signed by Chairman

Item 4 - To receive items on the Clerk's Report

Clerks Report

1. Organised and updated current years allotment rents and database.
2. Wrote December meeting minutes.
3. Organised February meeting agenda.
4. Organised clerking training with ILCC to commence shortly.
5. Used Payroll monthly and contacted HMRC.
6. Went to parish councillor's meetings.
7. Sent agreed precept for 2018/2019 to Wiltshire Council.
8. Organised mobile phone and sent out email and website with new number to be contacted on.
9. Received weekly bulletins for planning which were sent on to councillors.
10. Responded to emails from public.
11. Updated parish documents on the website and gave paper copies to councillors.
12. Updated the councillors working group document for the website.
13. Organised cheques and invoices and posted payments.
14. Wrote agenda and attended Neighbourhood Plan steering group meeting. Updated TOR and wrote minutes of meeting.
15. Organised Tree surgeon for fallen branch over road by the green.
16. Started the process of putting the next parish magazine together for June.

Item 5 – To receive update on the Welcome to Lyneham Signs

5.1 Cllr Geoff Jackson-Haines met with a representative from Wiltshire Council at one of the entrance signs. He has re-measured and taken all the details. Signs have rusted and need replacing rather than fixing. A proof of the design has been sent and we are awaiting approval from the sign maker and quote for new signs for Lyneham and Bradenstoke village.

Item 6 – To discuss and agree on renewal of Parish notice boards for communication purposes.

6.1 Clerk has investigated into prices of new notice boards. For new external lockable wooden notice boards with posts, approx. A1 in size (including delivery); prices were Oak £1630, Manmade timber with oak effect £1634 & recycled plastic with wood grain effect £1798. Prices were deemed expensive by councillors, Clerk to continue to look further.

Item 7 – To discuss the MOD Track days and impact on local community.

7.1 Discussed in Public Participation. Col Ed Heal Commandant (Defence school of Engineering & Mechanical Engineering) met with James Gray MP last week and reviewed all commercial activities on site. Decided to stop all Track Days due to local community's complaints. Will still run Under 17's driving club, blue light police car training, Go Karting and other events. It will impact on community funding for Open days, Bonfire night, Memorial gardens, raffle prizes for Primary School etc. James Gray MP will be writing a press release for the newspaper.

Item 8 – To receive an update from the Working Groups.

8.1 Update on the Allotments.

Quiet at the moment due to time of year. Some hedges are over grown and need to be cut by the end of March. Cllr Del Lambourne will be contacting allotment tenants for a meeting.

8.2 Update on CATG

New signage and markings for Bradenstoke junction. Will cost £5000. Parish council to contribute to the cost of the work. Cllr Rod Gill suggested a contribution of £2000.

Proposed: Cllr Rod Gill, Seconded: Cllr Justin Wright

8.3 Update on Maintenance Group

Cllr Tim Webb not at the meeting

8.4 Update on the Highways Group

Cllr Judy Digman informs everyone there are pot holes in the main roads in the village. Everyone needs to report them to Wiltshire Council, so they can fill them temporarily. Cllr Allison Bucknall confirmed that the roads are being reviewed, listed and prioritised regularly.

Item 9 – Finance

9.1. Account Balances inclusive of all cheques written and deposits made:

Current Account £53,462.69

Deposit Account £38,209.21

Cheque Number	Payee	Amount
739	Bradenstoke Village Hall hire for Parish Council meetings	£35.00
740	Grant Thornton UK LLP	£360.00
741	SLCC Enterprise Ltd, ILCA training for clerk	£118.80
742	Office Equipment for clerk	£19.50
743	Clerks Salary - Nov	£292.43
744	Cancelled	
745	Jam Print – print costs	£150.00
746	Jam Print – Welcome sign image	£50.00
747	R.B.L Poppy appeal	£51.00
748	Printing Ink	£26.00
749	Stationery	£7.72
750	Jenny May – community xmas party	£310.51
751	Lemon Gazelle Neighbourhood Plan	£1000.00
752	Clerks Salary – Dec	£598.84
753	E.ON	£97.02
754	Get Mapping PLC	£212.40
755	Lyneham Church Hall hire	£17.00
756	SLCC Yearly membership	£93.00
757	Clerks Salary – Jan	£544.62
758	Wiltshire Council gambling license	£40.00
	Money Received	
	Community fund 106	£2052.75

9.2. To agree payments in accordance with the budget as listed and previously circulated to members.

Proposed: Cllr Judy Digman, Seconded: Cllr Del Lambourne

Item 10 - Planning

10.1 An update on planning applications was given by Cllr Justin Wright.

18/00370/FUL Erection of agricultural storage & livestock building
The Tops, Barton Close, Bradenstoke

No Objections

18/00374/FUL Erection of garage and workshop
The Tops, Barton Close, Bradenstoke

No Objections

18/00424/FUL Demolition of Existing Poultry Buildings and Replacement with 4 New Poultry Buildings and Associated Infrastructure.
Lyneham Farm, Hilmarton Road, Lyneham

No Objections

18/00714/FUL Two storey side extension and single storey rear extension.
34, Britannia Crescent LYNEHAM SN15 4AW

No Objections

18/00777/TCA Fell Sycamore Tree
The Stables 62 Bradenstoke Chippenham Wiltshire SN15 4EL

No Objections

18/01122/FUL Erection of two storey side and rear extension, single storey rear extension and porch. Creation of new vehicular access and associated off street parking. Change of use of amenity area
1 Lancaster Square, Lyneham, SN15 4AD

No Objections

Item 11 – Neighbourhood Plan

11.1. A meeting was held on Tuesday 6th February with the steering group. New Term of Reference were put forward and agreed by all. Long discussion on whether a separate website should be produced and maintained by Lemon Gazelle. Steering group would like them to do this. It is £400 for initial set up cost and a monthly fee of £60.00. The steering group thought it a difficult task for a councillor to maintain it on the parish council website. There would be a link on both sites.

11.2 Cllrs concerned about the amount of money this would cost. A lot of money for only uploading a few documents each month. It is a large proportion of the budget. Could the money be better used to benefit the community instead? Would the information being on the parish council website create more traffic?

11.3 Cllr Allison Bucknall suggested that the Neighbourhood plan information could be on the parish council website until the actual plan was produced, when it would then need more exposure. Cllr Justin Wright agrees that he would be able to upload documents on to the parish council website.

Councillors object to proposal.

Item 12 – 1914 to 1918 WW1 and 100 years of the Royal Air Force

12.1. 1914 to 1918 WW1 Commemoration. Memorial update

Cllr Geoff Jackson-Haines has secured a war memorial for Lyneham. His contact is sourcing a bigger base.

12.2. 100 years of the Royal Air Force Celebrations. Update

Parish council has received the license for the event and gambling license for raffle. Plans are being drawn up for tents, power supply, water supply and H&S. Flags, bands and displays are being organised.

St Johns Ambulance will attend with a cost of £138.00

Proposed: Cllr Geoff Jackson-Haines, Seconded: Cllr Judy Digman

12.3 Cllr Darren Hewitt met with Wing Cdr Graham Banks CO of 4626, they would like to help and have offered tents, and a military ambulance (if available). Would need a Public Military Event Authorisation and Anti-Terrorist survey. The Commandant is dealing with this. OC70 squadron can do fly over with A400M aircraft. Can BFBS & BBC be contacted to cover event. Possibly use MOD catering company.

Item 13 – Emergency Plans update

13.1 Cllr Justin Wright is updating the Emergency Plan and will complete it with all the councillors after this meeting. As soon as its finished it will be displayed in the community and on the website.

13.2 Cllr Justin Wright will also be meeting with the Primary school. This information will be an annex to the Emergency Plan.

Item 14 –Cross Keys Public House closure. Impact on community.

14.1 Cllr Tim Webb is meeting the family tomorrow to find out what they are planning to do with the pub. They still have a 3 year lease and 3 months leeway from the owner.

Item 15 - Street naming on the new development at 97 Chippenham Road.

15.1 The proposed name is 'Hercules View'. No objections from the councillors.

Item 16 – Exchange of information

16.1 Cllr Rod Gill asks if there can be a review of the roundabout at Tesco as its dangerous and a high chance of accident. Cllr Allison Bucknall says there has been a review there before, signage is appropriate, but it is a difficult area. Agree to put on CATG agenda.

16.2 Cllr Judy Digman requests a 3 month sabbatical.

16.3 Cllr Darren Hewitt says Cotswold Wildlife Park will give 2 entry tickets towards the raffle for RAF 100yr Event. Brunting Thorpe Aviation have an open day and will possibly give entry tickets for raffle too.

16.4 Litter Pick event is being held on the 2nd & 3rd March, Volunteers needed.

Item 17 – Date of the Next Meeting

The next meeting of Lyneham and Bradenstoke Parish Council is to be held on Tuesday 13th March 2018 in St Michaels village hall, Lyneham at 7.00pm.

Signed
Chairman

Date