

**Minutes of a Meeting of the Lyneham & Bradenstoke Parish Council
Held on Tuesday the 14th of August 2007 at Lyneham Village Hall**

Meeting started at 7pm

Those Present: Cllr Petch (Chair), Cllr Mrs Turner, Cllr Mrs Jardine (Vice Chair), Cllr Potter, Cllr T Webb, Cllr J Webb, Cllr Lightowler, Cllr Bullock, Cllr Witts, Cllr Bunney, District Councillor A Bucknell, District Councillor S Still, L Mitchell, Sqn Ldr Rea, PC Brown, Mrs. S Copp (Clerk), Mark Edwards and 7 Members of the Public.

1. **Apologies** were received from Cllr Ball.
2. **Minutes of the Last Meeting** held on Tuesday 10th July having been circulated were approved and signed.
3. **Register of Interest** under the Parish Councils (Model Code of Conduct) Order 2001 were as follows:

Cllr Mrs Jardine	Prejudicial	Planning Application
Cllr Petch, Cllr Webb	Personal & Prejudicial	Play Area
Cllr Bullock	Personal	Allotment Holder
4. **RAF Matters** – The Chairman welcomed Squadron Leader Rea to the meeting.

The following updates were given:

- a) The Pintail Court/Slessor Road footpath does not belong to the MOD.
- b) There was no increase to normal operations in relation to increased engine noise discussed at the last meeting.
- c) The RAF contractor has been asked to empty the bin weekly from the Slessor Road Youth Shelter area. A combined effort to clear the site has been arranged.
- d) Disposal of Sites – Pintail Court Playing Field. The land is currently being advertised to locate previous owners or their descendants. Should no approach be made the land will be released for sale to the open market without Planning Permission by the end of 2007.
- e) The Former NAAFI will come to the market in mid 2008 again subject to the same procedure.

The following Public Questions were raised.

- f) Mr Wright raised concern about the state of the area around the Slessor Road Youth Shelter. Sqn Ldr Rea stated that all actions were in hand and regular emptying of the litter bin would be starting. The Dog Bin is emptied by the North Wiltshire District Council.
- g) The ditch/bridge on the corner of Pintail Court is blocked causing flooding.
- h) The footpath from the Slessor Road Playing Field towards The Strings appears to be taped off. Sqn Ldr Rea agreed to investigate.

Sqn Ldr Rea was thanked by the Chair for attending and left the meeting.

5. **Public Questions** – The following questions/statements were made to the Council

From	Question	Action Agreed
Ms Palmer	Asked for permission to allow a contractor to access the Bradenstoke Playing Field to enable them to reduce a leylandi hedge on the 28 th August.	Permission was granted subject to the Play Area being left in the condition it was found or any damage made good.
Mr Bussey	Wished to make the Council aware of	The Council noted his

	the strength of feeling in Pound Close and Webbs Court about the proposed new housing development.	comments and would ensure that any planning application was considered by the Full Council.
Mr Wright	Asked what action the Parish Council will be taking to tackle untidy areas of the village	Cllr Petch updated the meeting that the Parish Council has written to Annington Homes to maintain the bank opposite 46 Calne Road. Other areas were within private ownership.
	Did the Parish Council give permission for the Fair to be on Lyneham Green?	Cllr Petch stated that it was not believed to be on the Parish Council owned land. Cllr Witts reported that this was on Lyneham Green owned by the White Hart.
	When was the Shelter on Preston Lane going to be repaired?	Cllr Petch reported that the shelter would be repaired with reused panels once the new shelter is erected at Lillybrook.
Lisa Mitchell	Updated the meeting on the facilities available to all Lyneham & Bradenstoke residents within The Hive (just inside the main gate). A launch event of new play equipment is taking place on the 24 th of September.	Information Noted.
Various	The subject of the Fair was raised. Issues over noise were raised but that the event was largely hailed as a success with no trouble reported to the Police and had been well run.	Information Noted

6. Matters Arising

- a. Further Consideration of Council's own website – Cllr Lightowler requested this be deferred whilst further negotiations take place.
- b. Request for a Memorial Bench for Mr Stanley Taylor – Cllr Bunney reported that Mr Harper was due to lay the base shortly.
- c. Ditch clearance adjacent to Pound Close. It was noted that some work has been completed. Cllr Mrs Bucknell agreed to follow up the matter with Westlea. Cllr Lightowler agreed to follow up issues of dumping of grass cuttings with Persimmon.

7. Lyneham Toilets

- a. Draft Cleaning Contract - The Contract was circulated and discussed. The Clerk was asked to forward on suggested amendments and clarify the COSHE (COSH) reference. It was agreed that payment for existing work would be made but further payments held until receipt of the Public Liability Insurance certificate for the contractor.

- b. The Parish Council is awaiting draft Heads of Terms for the transfer of the toilets from North Wiltshire DC.

8. Planning Applications

- a. **Lyneham area:** Cllr Petch reported that
- [07/02161/FUL](#) 2 LANCASTER SQUARE, LYNEHAM, CHIPPENHAM, SN15 4AD - Erection of Two Storey Side & Rear Extension & Single Storey Porch Addition with Garage (Revision to 07.00431.FUL) is being considered by NWDC.
- [07/02140/FUL](#) 35 BAKERS FIELD, LYNEHAM, CHIPPENHAM, SN15 4NN - Single Storey Extension and New Window to Side is being considered by NWDC.
- [07/02085/FUL](#) 9 ELM CLOSE, LYNEHAM, CHIPPENHAM, WILTSHIRE, SN15 4TD Proposed Two Storey Side Extension is being considered by NWDC.
- [07/07014/FCM](#) LYNEHAM JUNIOR AND INFANT SCHOOL, PRESTON LANE, LYNEHAM, CHIPPENHAM, SN15 4QJ - Link Block to Connect Junior and Infant School. Cllr Bucknell reported that this revised design was supported by the Governors.
- [07/01942/FUL](#) Thickethorne Farm House, Preston, Chippenham, Wiltshire - Erection of Single Storey Rear Extension Following Demolition of Conservatory and Part of Outbuilding is being considered by NWDC.
- [07/01884/FUL](#) 4 LANCASTER SQUARE, LYNEHAM, CHIPPENHAM, SN15 4AD - Erection of a Porch has been permitted.
- b. **Bradenstoke area:** Cllr J Webb reported that
- [07/01682/FUL](#) 1b Church Park, Bradenstoke, Chippenham, Wiltshire SN15 4ER - Erection of a Conservatory was being reviewed against the 2004 Housing Act prior to consideration. It may not be possible to add a conservatory to a mobile home.
- [07/02030/FUL](#) Walnut Tree Cottage, 116 Bradenstoke, Lyneham, Wiltshire, SN15 4ES - Conservatory and Provision of a Pitched Roof (Re-Submission of 06.02608.FUL) - No Parish Council objections raised.
- c. **Rural Housing Enabler** - It was agreed to accept the request to attend a future meeting by Carol Southall and an invitation will be sent by the Clerk.
- d. **WCC Consultation** re. Wilts & Swindon Minerals and Waste Development was available for viewing.
- e. **WCC Rights of Way Improvement Questionnaire** was read out by Cllr Petch and completed at the meeting. If any important routes to Lyneham and Bradenstoke could be identified to Cllr Petch.

-
- 9. **Swindon & Marlborough NHS Foundation Trust** Status document was made available for circulation. Public meeting dates were noted.

10. Highways and Transport

- a. **Lillybrook entrance Bus Shelter** - The ground works were due to be completed during late August. An invoice was presented for the 50% advance charge for the supply of the new shelter. Payment was agreed to progress the order.
- b. **Re-allocation of Preston Lane seat** - This matter is with Mr Harper to schedule the work.
- c. **Items for Parish Steward** - It was agreed to request that weeding of the A3102 'White Hart' roundabout be added to the list. Cllr J Webb asked that the Parish Steward be made aware that parking of his vehicle at the bottom of Clack Hill caused an obstruction.
- d. **Footpath extension opposite Lyneham Village Hall** - WCC have confirmed that this has been added to the list of projects and will be considered for funding in 2008-2009.

- e. **Lorries using the B4069** - The Clerk read out a letter from WCC which explained that the B4069 was not the recommended route for HGV's. Viridor have agreed to contact all contractors and ask that they do not use this route. WCC continues to develop approved routes through the Freight Quality Partnership.
- f. **Blocked footpath by Church End Close** – The Rights of Way Officer Colin Lovelock confirmed that work had taken place but WCC were unable to maintain all footpaths as they only have one contractor. The Parish Council were asked to consider taking over maintenance. It was discussed and agreed that the Parish Steward be asked to add this to his list.
- g. **Other Maintenance issues** – Cllr J Webb reported that three ambulances had been unable to locate Bungalow Park. The sign was been washed to make it more obvious.

11. Play Areas and Open Spaces

- a. **Play Area Strategy** – Cllr Lightowler updated the meeting on the proposal for Pintail Court which is being supported by NWDC for Lottery Funding. This innovative project is supported by the DHE, RAF and will seek funding from the Parish Council. The Play Area will provide activities for all ages.
- b. **Play Area Litter Bins** – Cllr J Webb have carried out repairs to the bin. Cllr Lightowler will attend to the other bin shortly.
- c. **Fencing Works at Pound Close Play Area** - The Clerk reported that the contract has been awarded Materials were due on order from the 30th July. Access would be via Pound Farm land and is available until October.
- d. **Trespass on Village Green by Piggy's Café** - Current issues were discussed along with licensing with Environmental Health. It was agreed that a further letter be sent. Issues also discussed were around public liability for café users on The Green.
- e. **Request for Youth Shelter** – The Clerk reported that a number of letters had been received objecting to any shelter. It was noted that no firm proposal was being considered and no funding is identified. The purpose of the query was raised following a question received by the Parish Council which asked the individual to investigate further.
- f. **Request for access to allow hedge cutting** – Permission has been granted subject to conditions.
- g. **Grass Cutting – Damage to Church Office Window.** An invoice has been passed to Envisage who are investigating whether they were at fault
- h. **Safety Inspection** – RoSPA will be inspecting during September.
- i. **Gate Sign** – Bradenstoke – Cllr J Webb agreed to remove the no fouling sign.
- j. **Church Yard** – A problem of moles has been reported. This is causing problems for the grass cutters.

12. Finance and Administration

- a. **External Audit Return for year ending 31/03/2007** – The Clerk reported that the Council's external Auditor Mazars had requested that two small amendments were made to the annual return to show differently an uncashed cheque and an amount incorrectly deposited by NWDC. The matter will be raised with the Council's internal auditors. The changes were initialled by the Chair and the Annual Return will be sent back for approval.
- b. **Accounts Update and Payment of Invoices.** Income to the 14th August was £15,887.72 with Expenditure of £14,420.80. Payments were

approved for Lyneham Village Hall £4.50 and the Clerks Salary and Expenses £392.01

- c. **Complaint to the Standard Board** – The Clerk read out the decision of the Standards Board in relation to the complaint by Mr Wright. It was noted that no further action was to be taken.
- d. **Actions relating to future Audit** – The Council needs to consider and detail reserves, take photos of its assets and consider the maintenance of Lyneham Green.
- e. **Appointment of Parish Clerk** – Mark Edwards was appointed unanimously to become Clerk from this meeting.
- f. **Hire of Lyneham Village Hall.** Mr Wright has informed the Clerk that a booking will take place between 6pm and 7pm. It was agreed to delay the start of future meetings to 7.15pm to allow time for the hall to be setup.

13. Correspondence received

The following items have been received

20/7 (e)	Wiltshire Police	Rules for Street Parties
23/07	NWDC	DC Agenda 01/08
30/07 (e)	Mr Wright	Village Matters

The email was read out by the Clerk with the permission of Cllr Petch. I items had been covered in Public Questions.

03/08 South West Regional Assembly – Consultation re additional pitches for Gypsies and Travellers.

04/08 (e) Lyneham Village Hall Works to roof at rear of Hall
WCC Timetables and Transport Directory

14/08 Mr & Mrs Shaw Flooding on Byway adj. 82 The Green

The issue was discussed and Mr Shaw circulated pictures of the recent flooding. It was agreed that the Parish Council would right to WCC Highways.

14. **Allotments** – Cllr Bullock reported that Allotments 6B and 7B were not being kept within the terms of the agreement. The Clerk was asked to write to the Occupiers. Some vandalism and theft of vegetables has been reported.

15. Councillors Observations and Items for the Next Meeting

Cllr J Webb – passed on details to Cllr Bucknell about a problem on the North Wilts Web site around the smoking ban consultation.

Cllr Mrs Turner raised concerns about maintenance of trees and hedges in Pound Close.

Cllr Mrs Jardine reported that this years Harvest Festival is planned to be a Village event and raised as a Parish issue.

16. Other Matters

Cllr Petch expressed a vote of thanks to Mrs Sue Copp for her time and support as Parish Clerk and wished her well in the future.

17. Date of Next Meeting – Tuesday 11th September 2007 at Lyneham Village Hall at 7.15pm.

Meeting Closed at 9pm