

**LYNEHAM & BRADENSTOKE PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING & AGM HELD ON  
TUESDAY 10<sup>th</sup> MAY, 2011 AT LYNEHAM PRIMARY SCHOOL**

**Present:** Cllr J Webb, Cllr T Webb, Cllr D Turner, Cllr Glover, Cllr A. Kingdon, Cllr A. Allen, Cllr T Franks, Cllr D Bunney, Cllr A Bucknell, Cllr R Gill Sqn Ldr R Connolley and 3 members of the public.

**1. Apologies of Absence:** Cllr F. Ball, Cllr J Harris

**2. Minutes of the Council meeting held on 12<sup>th</sup> April, 2011:**

Minutes signed and agreed as a true record of the meeting. Proposed by Cllr T Webb seconded by Cllr T Franks

All were in agreement and the minutes were signed.

**3. Declarations of Interest – In accordance with the Parish Council (Model Code of Conduct) Order 2001 and revised (Model Code of Conduct) order 2007:**

Cllr T Webb	Personal & Prejudicial	Play Area
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**4. Statutory Business**

a) Election of Chairman & Sign the Declaration of Acceptance of Office

Cllr R. Glover was Elected Chairman proposed by Cllr A. Kingdon and seconded by Cllr D. Bunney

b) Election of Vice Chairman

Cllr A. Kingdon was Elected Vice Chairman proposed by Cllr R. Glover and seconded by Cllr A. Allen.

Cllr Ron Glover (Chairman) proposed a vote of thanks for Cllr J. Webb the outgoing chairman for all he had done for the Parish Council whilst he was Chairman.

c) Confirmation of cheques signatures. Cllr R. Glover and Cllr A. Kingdon were added to the signatures along with Cllr J Webb, Cllr D. Bunney, Cllr T. Webb and Cllr D. Turner.

d) Calendar of meeting for 2011/2012. This was presented by the Parish Clerk. The meetings are held very second Tuesday of each month at Lyneham Village Hall except for November and February when they are held at Bradenstoke Village Hall.

e) Election of Committees and Election of Representatives – Carry over to next meeting.

Cllr R Glover proposed that Mr M. Petch carries on in his role of Lyneham and Bradenstoke charities seconded by Cllr D. Bunney.

**5. RAF Matters:**

A) Cllr J Webb asked the RAF as to what will happen to the current house that J. Brown (Police officer) occupies at the previous meeting – Sqn Ldr R. Connolley replied that the police house would return to its former use of a married quarter when it becomes vacant.

B) Cllr J Webb asked as to where the water comes from that supplies the stable at the Bradenstoke end of the airfield at the previous meeting – Sqn Ldr R. Connolley replied that indeed the water was supplied from RAF Lyneham.

C) Parish Clerk to write to local Police with reference to policing structure once RAF Lyneham closes in December 2012.

D) Cllr A Kingdon is to liaise with the RAF reference a memorial for Lyneham. This is ongoing with several ideas and proposals being looked into. Cllrs are to email Cllr Kingdon with their thoughts of where the memorial is to be placed.

E) RAF was asked as to whether or not the land at Pintail court would be sold off - This grassed area will be sold at the same time as the rest of RAF Lyneham, though as a separate lot. It will go through the requirement to be offered back to the previous owner.

**6. Police Matters:** No Police attendance however an update was received from PC. Porter Over the past month there have been issues with boy racer types congregating at the Slessor Road Park car park during the evenings, these have been targeted by both myself and Andy Singfield, however we are not there all the time and unfortunately this will involve re-educating those involved. There have also been reports of youths using the Melsome Road play park (the one that backs onto the camp) after 2100 hours. Again we have tried to regularly patrol the park and have moved youths on with words of advice. Should this problem continue, then details of youths will be passed to parish for letters to be sent to parents as this had the desired effect when the aeropark had similar problems when it was first built.

Update on introduction to organizing a speed watch team.

The NPT and Parish/town Council need to liaise and identify at least 6 volunteers over 18 yrs that would like to take part in Community Speed Watch. Please send me the chosen location the volunteers would like to carry out the checks e.g. (opposite the post office on the pavement or outside no 4 London road). The group can have more than one check point but they have to be close to and on the same road as the original metro count (the black strips that collects data on the road) location.

I will pass the locations of the chosen check points to the road policing unit who will carry out the risk assessment. Once a suitable risk assessed site has been identified, the group will be offered available training dates.

The next step is training; the group would have to provide the location for training (i.e. church hall, meeting room, any room with a few chairs.)The training last for approximately 2 hrs and includes a practical session. The group will be provided with hi-viz jackets and paperwork to carry out the checks. The speed device used to record the speed of passing vehicles will be shared by several groups but once your area has the device they can do as many checks as they are able to do.

The area will also be given CSW signs that will be put up by Wiltshire Council once ordered, this will be of no cost to the group. The only cost involved for the group would be the replacement of the c-cell batteries used to operate the speed device if they run out.

If I do not receive the chosen site for risk assessment then we cannot set up CSW in that area because a safe location for the group to operate at is vital to setting up CSW in the area.

Please feel free to call me if you need any more information. There should be CSW leaflets in the local police station and the local library.

A) Cllr Kingdon requested that more speed checks are needed in Lyneham – Parish Clerk will email P.C. Porter with this request.

**7. Chairman's Announcements:** There were none

**8. Reports from Wiltshire Council:**

**Report to Annual Council meeting – Allison Bucknell, Cllr Lyneham Division. May 2011**

Wiltshire Council generally

4 year business plan that will see

- An additional £34 million invested into protecting and safeguarding vulnerable adults reflecting the increasing number of our elderly residents.
- Over £4 million will be added to safeguard vulnerable children
- £3 million will help to improve the attainment and progress of children's learning.
- Further appreciable amounts will be invested in our leisure facilities, the maintenance of our roads and the improvements in our waste collection and recycling policies.
- We will also invest to support the local economy (e.g. high speed broadband)

All this considerable investment will be made possible, not only by the savings resulting from the creation of Wiltshire Council, but by additional savings of over £100 million over the 4 years by a root and branch inspection of the way we organise and deliver our services, the way we procure our needs and the number of buildings and staff we need and with no immediate increase in council tax.

### **Other things I get up to!**

Portfolio Holder for Customer Care, Equalities and HR, Business Transformation – this involves a lot of work with service redesign and customer focus – making sure that we are delivering the services that our customers want, at the right time and in the right place and getting the culture within the organisation correct.

I chair the Staffing Policy Committee, which is responsible mainly for making sure HR procedures + organisational development are in place so that our managers can manage the organisation effectively.

Culture and Equalities go through everything we do, and we are working on getting this embedded in the organisation, whilst redesigning services, getting the staffing levels correct and meeting our very challenging budgets.

Area Board - specifically working on projects for young people and also outreach work for those with disabilities, and working with the Shadow Campus Operational Board which is looking at the Wootton Bassett campus project.

We have established a Road Transport group which works with officers and parish councils to deal with anything "roads" within the area.

### **Lyneham Division**

New housing at NAAFI site – 32 dwellings to include 9 affordable ( 2x1 bed flats, 2 x 2 bed houses, 3 x 3 bed houses at social rents and 2 x2 bed shared ownership). Start on site from the 16th May 2011, with the first of Cottsway units being completed around November/December 2011, these being plots 6-9, followed by plots 18-19 to be completed circa March 2012 with the final 3 plots 28-30 being complete for June 2012.

Cardboard and Plastic kerbside recycling will be introduced later on this year.

Scout & guide hut – I have worked with the developer and scouts and guides to help their move

Road Safety improvements – 3 part scheme designed by Wiltshire Council for Pound close / A 3102 roundabout. The next Area Board will consider funding for the following projects

- A. A pedestrian refuge island be installed on the A3102 Calne Road, close to the bus stops and junction of Pound Close. £6k.
- B. The crossing areas around the roundabout of the A3102 and B4069 should be upgraded to accommodate tactile paving, to make them more apparent to drivers. £5k.
- C. A footway link be installed from the entrance of 54 Calne Road to the existing footway at the roundabout of the B4069 – approx £16k.

The Transport Group will recommend that the Area Board funds A, and possibly B. It will need to look for additional funding (maybe from Parish Council and a new Wiltshire Council grant pot) for C.

Additional signage has been ordered for the Truck stop at J17, further work to do about HGV on Lyneham Banks

Future use of Lyneham Airbase – has worked to establish a Lyneham Task Force as part of the MCI programme and as the date draws nearer.

There is a new schedule for the Youth work that is going on in Lyneham. We have "streetworkers" doing outreach work mainly at Slessor Rd, and they are transporting young people from Bradenstoke one night a week. We are also looking at other more innovative ways of providing low cost activities for children and young people, to sit alongside the work that Lisa Mitchell and her team does.

And of course, all of the other case work which comes my way!

## **9. Items for update and discussion by councillors**

A) Newsletter and Welcome Pack – Newsletter in its final stages Cllr J Webb to supply Cllr Kingdon with telephone number for printers. Hopefully it will be published by Beginning of June.

Welcome Pack also almost completed Cllr Glover request and more information of “What’s on in Lyneham and Bradenstoke”

B) Neighbourhood Watch – Update next month

C) Handyman – 3 application have been received. – Cllr R. Glover, Cllr T. Webb and Cllr A. Kindgon will interview the applicants once the Public Liability Insurance is checked over. There were several volunteers who came forward to help carry out work needed by the Parish Council.

D) Lyneham Library – Volunteers are due to start in September they are presently going through CRB checks and training during July/August. Library equipment will be installed in August for new layout. In the future everyone using the library will need a library card with a bar code to take books etc out from the library.

## **10. Planning:**

A) Update on recent applications:

N/11/00966/TCA - Tree Surgery, Bradenstoke

N/11/01251/FUL - 27 St Mary Close, Bradenstoke. Extension and loft conversion

No objections were received

## **11. Highways Matters and Transport:**

a) Highway and Transport matters, to include Parish Steward Visits – No Parish Steward report were received.

b) Lyneham Banks

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## **12. Play Areas and Open Spaces (including Lyneham Green):**

A) Play Area updates inc. Safety Inspections - Pound Close - Cllr F Ball, - Not received

B) Braden stoke - Cllr J Webb, Cllr R Glover – Cllr Glover is to look into the possibility of replacing the climbing frame that was removed earlier this year.

C) Lyneham Green – Cllr T Webb - Not received

D) Aeropark – Cllr T Webb, Cllr J Harris – Not received

## **14. Allotments:**

There are 8 people on the waiting list.

A) A letter has been received from D Thomas stating that he will be giving up his plot at the end of September.

B) A request was made to have the Ash Tree adjacent to the playing fields pruned back. This will now be completed by the Handyman.

C) Cllr J Webb received a letter from Bradenstoke Amenities Communities requesting setting up a memorial Quiet Garden. **Action** Cllr J Webb will seek more information.

## **15. Finance and Administration:**

a) Accounts and Budget review. HSBC Treasury account balance £ 31667.95 HSBC Savings account balance £ 28022.29

b) Payments of Invoices:

Colin Cowdry – Toilets £685.50

Lyneham Village Hall Hire March £18.00

R. Harper £70.00

Lyneham Primary School Hire of Hall for AGM £40.00

Payment proposed by Cllr R Glover and seconded by Cllr J Webb

Payment received the precept £15,000

Ratification of Mrs Jane Bremner as Lyneham and Bradenstoke Parish Clerk Proposed by Cllr R Glover

Seconded by Cllr A. Kingdon

All were in favour.

d) **Grant applications:** None received

h) Correspondence received:

Letter – Wessex Association of Chambers of Commerce.

Letter – MP James Gray.

Letter – Lyneham Scout & Guide Association.

**16. Councillor's Observations and Agenda Items for next meeting.**

Cllr R Gill – Volunteered to clean up some of signage in and around Lyneham and Bradenstoke and possible re-seating of some paving slabs were the old bus stop use to be in Lillybrook area – Parish clerk will check on Parish Councils insurance cover before this goes ahead.

**Date of Next Meeting:** Ordinary Parish Council Meeting: Tuesday 14<sup>th</sup> June, 2011 – Lyneham Village Hall

Meeting closed at 22.05 hrs