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Minutes of Greenham Parish Council held at 7.30 pm on 13th June 2018 at St. Mary's Church, Greenham

Present:

Cllr Steve Jones (SJ)
Cllr Julian Swift-Hook (JSH)
Cllr Tony Vickers (TV)
Cllr Jon Gage (JG)
Cllr Billy Drummond (BD)
Cllr Alana Finn (AF)
Cllr Martin Griffiths (MG)
Cllr Ken Neal (KN)
Cllr Adrian Abbs (AA)
Cllr Gary Puffett (GP)

In attendance:

Lisa Blake, Clerk
Three Members of the public present: Brian Internet, Bloor homes, Mr Norman

AGENDA

33 Apologies for Absence

Cllr Chris Austin

34 Declarations of Interest, Statements of Position and Dispensations,

To receive any Declarations of Interest and Statements of Position by Councillors.

Declarations of Interest

Cllr Jones declared that he is a director of Greenham Control Tower Limited.

Cllr Drummond declared that he is a director of Greenham Business Park and Greenham and Crookham Commons Commission (GCCC)

Cllr Gage declared that he is a director of Greenham Control Tower Limited (GCTL) and a director of Rivar Sand and Gravel

Cllr Swift-Hook declared that he is a member of Newbury Town Council and GCCC

35 a) Approval of Minutes of Council Meeting held on Wednesday 9th May 2018

Clerk to find AGM minutes on drop box, to be approved next year.

Proposer: MG

Seconded: SJ

1 Abstention GP
7 in favour

b) Approval of Minutes Extraordinary Meeting held on Tuesday 5th June 2018

Proposer: GP

Seconded: TV

2 Abstentions: AF and JG

4 in favour

36 Chairman's Report

The Chair asked to record a note of thanks to MT who has now left GPC. MT has resigned due to a heavy workload

37 Clerk's Report

Nothing to report from the Clerk

38 Public Session

No questions at this point

39 Finance

a) To approve Annual Governance and Accountability Return Year end forms FY 2017/18

Deferred to the EM scheduled week commencing 25th June

b) To approve any cheque payments

Proposer: JSH

Seconded: BD

All in favour

c) To receive a financial report on Council cashflow

Clerk to produce quarterly budget reports going forward AA queried two Control Tower payments. SJ answered the question from AA relating to the Control payments

d) To Consider the purchase of an Office Laptop

A new laptop is proposed for use at Full Council meetings to view Planning Applications. AA suggested other solutions for receiving agenda and minutes. Agreed on a budget of a maximum £500

Proposer: JSH

Seconder: AA

All in favour

e) To Consider the purchase of a Projector

AA proposed the investigation of an LED second hand projector with HD resolution. £500 set as the maximum price for a projector. GP queried using a projector for the Planning part of the meeting. AA suggested using a TV for displaying planning application instead of a projector screen. Purchasing a pre-owned hand projector might not provide a warranty. Purchase price not to be more than £500

Proposer: BD

Seconded: SJ

All in favour

Proposal to move Point b and c to the front of the Planning discussion

Proposer: TV

Seconded: SJ

All in favour to move b and c at the front of the planning discussion to discuss Sandleford project

40 Planning and Licensing

b) To decide how to respond to the Sandleford Planning Application (update TV)

TV discussed the Sandleford development as the whole of the country park is within the Greenham parish council boundary.

It was proposed that the original site could be served by two road junctions, the Council rejected the original plan on this basis

Access via four roads has been requested. TV has looked at:

- 1) A public footpath which crosses diagonally across the site
- 2) Also checked the new road junction, near the school. Newbury college is a promoter of the Academy that will build the school
- 3) Would like a bus lane added to the Newtown road past St Gabriel's and from Burger King to Pinchington lane

AA does not have an issue with bus lanes at peak times but possibly not all of the time

TV proposed that the bus route would only be active at peak hours

KN explained how the flow of traffic will work. The bus lane will address the amount of traffic and will be combined with a park and ride system at Greenham Business Park.

TV stressed that the GPC response won't be final until the traffic modelling survey is received.

AA questioned the placement of an alternative footpath near St Gabriel's

TV highlighted the busy road near another potential footpath.

GP suggested further discussions about traffic

TV would like gates so that traffic can't cut through the estate and it can't be used as a 'rat run'

Only traffic using Warren road would be Sandleford west traffic. Allotments would need access to the site.

S/Orders suspended for Bloor spokesman to speak at 8:06pm

Bloor Spokesman - spoke at the meeting to clarify traffic routes

S/Orders Reinstated at 8:07pm

AA discussed the allotment location

S/Orders suspended for Bloor spokesman to speak at 8:08pm

Bloor spokesman - Location for allotments will be discussed and considered by Bloor homes

S/Orders Reinstated at 8:09pm

AA would like statistics for waiting lists for allotments in Newbury, what is the demand.

Formally ask WBDC to formally pursue the suggestion of an allotment area.

S/Orders suspended for Bloor spokesman to speak at 8:10pm

Bloor homes say that all details will be filed later as this is only currently a provisional application.

Parishioner - Peter Norman is opposed to the Sandleford development and is concerned about the development.

Peter Norman doesn't believe there is enough information available about the whole planning application and questioned why the developers have presented two applications.

The current plan shows two routes for construction traffic accessing the site. Would like the access

road built before the site is constructed to cover the whole site.

TV has already proposed this in his plan. The A339 access route could be the best access for both sites. One site is in Newbury town and one site is in Greenham.

Mr Norman - Made a final point about a construction site built inside out

S/Orders Reinstated at 8:17pm

TV highlighted the downside to inside out development. TV suggested left to right model for construction

S/Orders suspended at 8:18pm

Bloor homes confirmed that construction method statement will be submitted, cannot comment as application has not been approved.

S/Orders Reinstated at 8:19pm

TV read planning motion - Chair read out planning motion for Sandleford application

c) **To propose** setting up a joint Sandleford working party between GPC and NTC

Proposer: TV

Seconded: KN

All in Favour

AF queried the composition of the working party and working boundaries

AA - agrees with the 50 /50 split, how has the request happened for a working party

TV - approached the head of the planning committee NTC. Envisages this working party existing for a few years.

JSH - Would like to propose an amendment, would like equal representation from both councils.

Issue of ward boundaries, would like to explore a way of investigating ward boundaries. Five seats on Greenham council would be voted for by four parishioners

AF - Doesn't think we need a 'remit to review of boundaries' from the proposal

AA - Proposed splitting into two proposals

AF - Suggested splitting this into two proposals also to represent two separate issues

TV – Stated that GPC and NTC need to agree on their view of the planning application to form a WP.

JSH - Motion can be passed to form the group as specific view is not expressed by GPC. NTC have objected to the application. GPC are impacted less by the application.

SJ – Asked for an amendment to the scope of the WP.

SJ- GPC have not expressed their view on the application

Vote on amendments to the scope, to be amended by TV

As possible to be deleted

Move remit of administrative boundaries

Add with Equal representation

8 in favour

Two abstentions

AF

GP

8:40pm Bloor homes, Mr Norman left the meeting

Cllr Finn - explained her abstention to the Working group formation

Cllr Swift Hook - Not aware that NTC have expressed an oppose to this application

a) To consider all planning and licensing applications received up to the date of the meeting.

1) 18/01148/OUTD

Recommending that GPC object to New Road - Contrary to the district council policy to build.

Outside the settlement boundary, the objection would be on this basis

Would be the tenth objection to the application

Proposer: TV

Seconded: AA

All in favour

Statutory body does count as an objection

2) 18/01153/COND1

Declared interest by MG

GPC should object on the grounds that no consideration has been given to public access or the view from a public footpath. The site has enormous potential to be a key part of the "Living Landscape", has great ecological and recreational value. TV would like the public right of way to be supported

AA declared that he lives near the site

The site is currently being used as a wasteland

Proposer: TV

Seconded: KN

8 in favour

MG Abstained

AA Abstained

3) 18/01096/COND9, Sandleford Farm A339

Redevelopment of Sandleford Farm as a group of 9 'barn like' dwellings is complete. Condition 15 was imposed to ensure the site had been fully decontaminated before occupation.

No objections from GPC

4) 18/01211/HOUSE

"The Holt" is a private residence accessed just off the A339 by the main entrance to Greenham Business Park, situated behind the Peace Park. It is a 3-bed bungalow of no great character. The proposal is for a complete remodelling, adding a second floor to make a chalet style residence with improved architectural value.

Private dwelling bungalow next to new Greenham park, existing dwelling

AF asked if the new developed house would be visible from the former peace camp but this could not be confirmed

No Objections

Proposer: TV

Seconded: JG

1 Abstention
AF Abstention

1 Against

5) 18/01066/HOUSE

Winfield Drive is at the top of Pyle Hill, next to junction with Pinchington Lane. Applicant owns a large modern detached house at the end of a small cul-de-sac, wishes to build a store, bike shed, greenhouse and pergola. All will be screened from view.

Proposer: SJ
Seconded: AA
All in favour

6) 18/00815/RESMAJ

Significant but unobjectionable changes to the types of houses in parts of the eastern area of Newbury Racecourse.

Newbury racecourse – This application relates to 21 out of 250 houses on the racecourse development

Type z house, new type of house
No change in the number of houses

No objections

Proposer: TV
Seconded: SJ
Three abstentions

MG and AA Abstention
1 Abstention

7) 18/00608/COND6

Central part of Racecourse stands: proposed Masterplan and landscaping

Proposer: TV
Seconder: SJ
All in favour

d) To propose forming a GPC Planning committee

Proposer: AA
Seconded: AF

All in favour

Terms of reference are required for the Planning committee for EM meeting - Clerk to produce terms of reference and to check budget allocation for WP

AA has expressed an interest in joining the planning committee

41 Community Engagement

a) **To receive a report from the Community Engagement Working Group**

MG presented the report from the meeting - Three councillors attended GP, AF, MG

Report has been included in the meeting pack

Developing relationships – AF has contacted voluntary groups.
Parish magazine - magazine is a big undertaking, cost etc so has been decided against, a much more useful model would be to produce a newsletter for GPC.
AF is investigating social media options for GPC - AF has written social media posts for GPC. Will liaise with the Clerk for policy guidance.
MG- discussed various options for distributing the newsletter. Full council need to decide what the plan is for Community Engagement in Greenham.
SJ asked MG for a proposal from the Working group determining what is required from GPC. WWI battles Over event was discussed. Talk of involvement from other community groups, for example Veteran's groups. Homelessness, rough sleepers, no advice in the parish currently
'Green initiative', Litter picking
AF has tried to promote grants to charities in Greenham. Has also looked at Greenham Businesses and has investigated Recycling issues for local businesses.
MG - need to determine H&S issues with litter picking task in the community. Good opportunity for councillors to meet parishioners
AF- Local brownies pack are keen to become involved in litter picking, SJ highlighted DBS checks.
MG - highlighted H&S issues

The Great Get together was considered but it was too late to be included

JSS- queried any costs associated with these tasks as none of the costs are included in the Budget. JSH requested firm costs before decisions can be made about which events are planned and happen
Sustainability should be considered for all proposals from the Comm Engagement WP

BD - third week of July, litter pick on the Greenham Estate
AF Litter picking, monthly clean. High vis jackets £2.60 each. Tongs cost £10 each, Googles and Gloves for Free from WBDC

Add proposal to next meeting to purchase this equipment
E survey - free £50 to get some cards printed directly residents to the link to fill the survey in

Check TOR for Community Engagement group, does it have a budget

JSH - Clarified that decisions can't be made at this meeting which isn't on the agenda
Clerk to check if there is a budget for the WP

Add proposal to the next EM meeting planned for June

To move the Services agenda item ahead in the agenda

Proposer: SJ

Seconded: AA

All in favour

42 Services

AA confirmed that Google analytics is not currently used on the site.
Need to add cookie banner to site as part of GDPR

9:38pm S/O suspended - Newbury internet service passed comment on adding Google analytics to the site

9:39pm S/O reinstated

AF - would like to use the website more effectively

AA - Google Analytics is a fairly simple process.

SJ - highlighted the issue of updating the GPC website

AA - no update management for current website

Newbury internet services currently update the site, Clerk will check SLA with the current Internet supplier

JSH - Would like to improve the appearance of the current site

Need to check minutes that are missing for the website - Clerk to check

AF- would like to propose a change the website

TV - has investigated other Parish council websites

Website is out of date with councillor info etc - need to change Chair and Vice Chair on the GPC site, add MG to Website

Clerk to send updated details to Newbury Internet services

9:46pm S/O suspended

Newbury Internet services explained that the site is 11 years old.

There was an aborted site a couple of years ago.

9:48pm S/O reinstated

AF - would like to plan how to improve the site

JSH - highlighted that we have an Internet provider that could work on a new website for GPC

AF - would like to invite Newbury Internet services to the next community Engagement meeting to spec out what will be achieved with the new website

9:47pm Newbury Internet services left Brian

- b) **To plan** a Parish Tour
Deferred to next meeting

43 Control Tower

- a) **To receive a report from the Chairman of the Control Tower Committee**

Control Tower - Report - Ikon have gone into administration. Place partnership have agreed a final build cost. Ikon does not exist anymore to negotiate with.

Administrator will be in touch for the last payment due against the Control tower

SJ - Fire Extinguishers Retention of title - company is threatening to repossess fire extinguisher. Need to speak to the administrator

BD contact the Fire provider - GPC paid Ikon for the fire extinguishers but the fire provider was not paid

JG confirmed that the snagging is the last issue to deal with on the Control tower

GP - suggested a press release
SJ agreed to write a press release from GPC
Lighting protection put onto the building - is a minimum. Contractor has recommended more work

The rest of the agenda to be deferred until the next Council meeting

- b) **To consider** moving the GPC office to the Control Tower
- c) **To consider** the Control tower becoming a Heritage Asset

44 Staffing and Training

- a. **To consider** opportunities for Councillor Training
- b. **To review** the current payroll procedure and consider outsourcing Payroll
- c. **To authorise** P Harper Overtime/Holiday Pay/
- d. **To consider** recruitment of a Deputy Clerk

45 Governance

- a. **To adopt** Financial regulations in June 2018
- b. **To review** Members, Register of Interest for 2018/19

46 Health and Safety

- a) **To consider** a Health and Safety plan for the Battles Over event (End of WW1)

47 Other items for information or for possible inclusion on a future Agenda

For information only – no decisions can be taken.

Members of the Public are welcome to attend the meeting, to ask questions and to comment on the proceedings with the consent of the Chairman.

You are invited to contact the Clerk of the Council if you have any questions or matters of concern that you would like the Council to address.

There being no other business, the meeting closed at 22.03.