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Minutes of Greenham Parish Council held at 7.30 pm on 12th September 2018 at St. Mary's Church, Greenham

Present:

Cllr Steve Jones (SJ)
Cllr Martin Griffiths (MG)
Cllr Billy Drummond (BD)
Cllr Abbs (AA)
Cllr Sally Ann Jay (SAJ)
Cllr Balu Sudra (BS)

In attendance:

Clerk
PCSO Andrew Scott – Thames Valley Police

GPC Full Council meeting

Meeting started at 7:30pm
Open session

Agenda item 89 Brought forward to allow PCSO Scott to leave

All in favour

PCSO Andrew Scott confirmed crime stats for Greenham are good.

PCSO Scott explained that there will be a new PCSO for Greenham PC next year.

Crime Stats – 207 last year, 157 this year so lower

Rural crime is still higher.

PCSO's are not being made redundant in Berkshire. New Police Commissioner is very positive about PCSO's in Berkshire.

SJ – asked about morale in the police force generally.

PCSO Scott – explained that morale is good in Newbury. Brief history of the PCSO service in Newbury

SJ – Asked PCSO Scott if GPC could help in anyway

PCSO Scott – Asked for any help if councillors see anything at all and explained how to report a crime via the TVP website.

BD – asked for confirmation of PCSO Scott's retirement date

PCSO Scott – Retiring in May 2019

SJ – offered the GPC website to publicise the PCSO service

PCSO – Thought that would be a good idea and will get back to us. Number was left for future contact

PCSO Scott left the meeting at 7:49pm

87 Apologies for Absence

Cllr Jon Gage (JG) – Holiday
Cllr Swift – Hook (JSH - Holiday
Cllr Vickers (TV) – Holiday
Cllr Barnett (PB) – Out of the Country
Cllr Chris Austin (CA) – Family commitment
Cllr Gary Puffett (GP) – Work commitments
Cllr Finn (AF) – Illness
Cllr Ken Neal (KN) – Work Commitments

88 Declarations of Interest, Statements of Position and Dispensations,

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

SJ – Director of Greenham Control Tower Limited
BD – Director of Greenham Business Park and Greenham and Crookham commons commission (GCCC) West Berkshire Councillor
AA- Lives next door to one of the planning apps, so has declared a Personal interest
SAJ – None
BS – None
MG - None

89 To welcome PCSO Andrew Scott and Sergeant White to the meeting

Covered at the start of the meeting

90 a) Approval of Minutes of Full Council Meeting held on Wednesday 8th August 2018

Discussion around the recording of point 84. SAJ suggested an amendment to these minutes: AA said he would construct a ‘brief’ for this work instead of Technical specification. Clerk to amend the minutes

Proposed: SJ
Seconded: MG
All in favour

91 Chairman’s Report

Report and other urgent matters not on the agenda (for information only).

Nothing to report

92 Clerk’s Report

Report, matters arising, other urgent correspondence not on the agenda (for information only).

Nothing to report

93 Public Session

No members of the public present

94 Finance

a) To approve GPC Cashbook report to the end of August 2018

AA requested Budget information from the Clerk
 Proposed: SJ
 Seconded: AA
 All in favour

b) To approve any cheque payments

Proposed: SAJ
 Seconded: MG
 All in favour

*Greenham Parish Council
 Schedule of Cheque and Bank Payments*

12th September 2018

1. Cheque payments – GPC Current Account

Inv Date	Inv No/ Trans Ref	Payee	Amount	Chq No
26/07/2018	Stationery	Newbury Office Supplies	29.73	1632
09/08/2018	Rent	Greenham Business Park	480.00	1633
31/07/20108	Payroll	Clere Bookkeeping	18.00	1634
31/08/2018	Salary Month 5	Lisa Blake	857.41	1635
31/08/2018	Month 5	HMRC	319.28	1636
12/09/2018	48880	Detect Fire and Security	462.00	1637
12/09/2018	TH16904126	BT	90.12	1638
12/09/2018	22	Greenham PCC	66.00	1639
12/09/2018	Expenses	Lisa Blake	14.92	1640
		Sub-Total GPC Current Account payments	2372.46	

2. Bank Payments – GPC Current Account (1st July – 31st July 2018)

Trans Date	Trans Ref	Payee	Amount	Trans Type
16/08/2018	147478331	Southern Electric	17.39	DD
12/09/2018	TH17016815	BT	140.61	DD
12/09/2018	Payroll	Sage	7.20	DD
15/08/2018	Z2341837	ICO	35.00	
		Sub-total GPC Current Account Bank Payments	165.20	

3. Cheque Payments – Control Tower Account

Inv Date	Inv No/ Trans Ref	Payee	Amount	Chq No

		Sub-Total Control Tower Cheque Payments		

4. Bank Payments – Control Tower Account

Inv Date	Inv No/ Trans Ref	Payee	Amount	Chq No

5. Payments out – Deposit Account

Trans Date	Trans Ref	Payee	Amount	Trans Type
NONE				

- c) **To consider** Membership of the Community council for Berkshire
Clerk has received information and will present at next meeting
- d) **To consider** WBDC Library Contribution
AA questioned the staffing costs for the library
SAJ stated that Libraries are a useful service in West Berkshire
BD is against donating any money to the library service
SJ would like the actual figure for library contributions to present at the next meeting
Clerk to provide costs to GPC for Library service at the next meeting
- e) **To consider** application for Funding from the Newbury Corn Exchange – S137 Grant
BD asked how many parishioners use this facility
SAJ explained that there is a lack of info
Clerk to send S137 form and policy to the applicant

95 Planning and Licensing

- a) **To consider** all planning and licensing applications

1	Change of use of agricultural land to land for siting 40 additional holiday lodges, construction of access road, parking spaces and hard standing bases and associated landscape planting and infrastructure	APP/W0340/W/18/3203863 GPC comments AA questioned if he can object. Would like to support WBDC in objecting to this appeal. Proposed: BD Seconded: SJ 5 in favour One Abstention
2	Site of Former 113 Greenham Business Park Greenham Thatcham Berkshire New building for B2 use	18/02220/FUL BD won't take part in the conversation AA asked for clarification of

	and part A1 use classes for motorcycle training and accessories outlet.	where the unit is. GPC requires further clarification. No objection Proposed: SAJ Seconded: SJ 5 in favour 1 Abstention
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96 Community Engagement

- a. To receive** a report from the Community Engagement Working Group
MG spoke about Battle's over event and the Clerk and MG will meet to discuss a possible event, to present at the next Full Council meeting
SJ questioned if there was a cost involved
MG quoted costs of a brazier, £400
- b. To consider** a Health and Safety plan for the Battles Over event (End of WW1)
Clerk to prepare H&S plan
Clerk to apply to Royal British Legion to register our event
- c. To approve** the purchase of a brazier for the Battles Over event, if an event happens, at a cost of no more than £425.
Proposed: SAJ
Seconded: AA
All in favour

97 Control Tower

- a) To receive** a report from the Chairman of the Control Tower Committee
SJ discussed extra financing for the Control Tower
BD confirmed that there is money in the budget for the control tower running costs but clarification is needed from the Clerk regarding the budget.
SAJ asked for clarification of the figure requested by the Control tower
BD – EM needed to discuss the finance figure. Clerk to arrange a meeting to discuss funding for Control tower. JSH and JG must attend the meeting.
- b) To propose** to move the Greenham Office to The Control Tower
MG concerned about lone working
Assuming that there will be no lone working, Councillors are happy to approve the move.
- Proposed: MG
Seconded: BD
Five in favour
1 abstention

MG questioned whether the Control tower can be used for meetings or not, Clerk clarified that this is the intention.

- c) To consider** call out charges for Control Tower alarm company

Clerk to hold cheque and check with JG what alarm charges should be charged by

Detect

- d) To consider** offering the Control Tower as a location for the war memorial

Defer to next meeting

98 Staffing and Training

- a. To consider** opportunities for Councillor Planning Training
Clerk is investigating training for planning committee, update at the next Full Council meeting

99 Governance

- a. To consider** outstanding Members register of Interest 2018/19 (BD, SAJ, GP)
BD received
SAJ Received
GP, CA and BS to be received
Clerk will send Register of Interest forms to WBDC
- b. To propose** applying the six-month rule for non-attendance of council meetings by a GPC Councillor

Not applicable

100 Services

- a) To receive** an update on progress with the new website investigation.
Clerk to investigate new options for hosting the GPC website
Clerk to check Newbury internet services contract and report back
Clerk to check if MG is on the website

101 Health and Safety

No issues

102 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.

PART II

103 To consider Control Tower Funding

SJ to provide costs for Control Tower funding

104 To consider the Lone Working policy required for a potential move of the GPC office to the Control Tower

No lone working at the Control Tower so this is not an issue

8:54pm meeting finished