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

Present:

Cllr Martin Griffiths (MG)
Cllr Billy Drummond (BD)
Cllr Adrian Abbs (AA)
Cllr Sally Ann Jay (SAJ)
Cllr Tony Vickers (TV)
Cllr Chris Austin (CA)
Cllr Alana Finn (AF)
Cllr Ken Neal (KN)
Cllr Julian Swift-Hook (JSH)
Cllr Phil Barnett (PB)

In attendance:

Clerk
Janine Westropp

7:30pm Meeting start

GPC (Greenham Parish Council) Full Council meeting 12th December 2018

135 Apologies for Absence

Cllr Jonathan Gage (JG) - Work
Cllr Steve Jones (SJ) - Work
Cllr Balu Sudra (BS) – Unwell
Cllr Gary Puffett (GP) - Work

136 Declarations of Interest, Statements of Position and Dispensations,

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

BD – Director of Greenham Business Park (GBP) and Greenham and Crookham commons commission (GCCC) West Berkshire Councillor, Newbury Ramblers

AA- MD of TEEC

KN – Greenham and Crookham Common commission (GCCC)

JSH – Member of Newbury Town Council and Greenham and Crookham Common commission (GCCC), Distribution committee of Greenham Trust

SAJ –Director of the Control Tower and Trading co, Newbury Community resource centre

CA- GC commissioner

137 Approval of Minutes of Full Council Meeting held on Wednesday 14th November 2018

Proposed: CA

Seconded: MG
All in favour

Part II

Proposed: CA
Seconded: MG
All in favour

138 Chairman's Report

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

TV represented GPC at Memorial service at New Greenham Park

139 Clerk's Report

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

Control Tower Refrigerator Unit – Clerk to arrange to be removed

BD arrived 7:36pm

140 Public Session

7:37pm KN arrived

Item 8 b into public session

b) To approve GPC submission of a planning application on behalf of the Royal British Legion (at a reduced rate) for the Control Tower War Memorial project

Proposed: CA
Seconded: SAJ
All in favour

TV described the location of the memorial

Janine Westropp– Suggested placing railing around the memorial

7:39pm JSH arrived

Janine Westropp – Also suggested security lights

SAJ – confirmed that lights are not allowed to be placed at the Control Tower. Special permission could also be required for the railings

TV – confirmed receipt of an email from WBDC confirming conservation parameters

Chris Boulton – Has volunteered to move the trees at the Control tower

Benches have been donated by the WI – Possibly Planning permission as they are a permanent structure

7:50pm PB Arrived

Vote to move AF report to start of meeting

Proposed: KN
Seconded: CS
All in favour

7:51pm JW left the meeting

AF discussed the two meetings attended on behalf of GPC – Zero Carbon West Berkshire and UN meeting

Reports were kindly produced by AF. Will be used as the basis for the next Community Engagement report.

KN – Thanked AF for her reports and attendance

141 Finance

Clerk to contact Philippa re HMRC login details

- a) **To approve** any cheque payments

Proposed: CA

Seconded: MG

All in favour

- b) **To approve** GPC Reconciliation statement November 2019 - deferred

AA - Questioned the amount of money in the GPC current account

AF – Questioned if the council can invest money

JSH – Clarified investment rules for Parish councils

Investigate possibilities for arranged transfers of funds and investments

JSH – Clerk to bring bank statements to next meeting

- c) **To approve** extra funding of £900 + VAT for a defibrillator (£1200 already approved)

Underspend in Salary budget

Proposed: JSH

Seconded: BD

All in favour

SAJ – Clerk to contact Tom and let him know cc Steve Jones

BD – Conservation officer has spoken to BD, will request written confirmation from

Conservation officer re position of Defib

8:21pm AF left the meeting

- d) **To consider** Draft GPC (Greenham Parish Council) Precept FY 2019/20

TV – Salary budget has increased over the last few years

£36,000 – Deputy Clerk discussion

JSH – outlined the case for a Deputy Clerk for GPC

Change to £40K

Proposal to change Staffing budget

Proposed: TV

Seconded: JSH

All in favour

Office Rent £3600

Hall Hire £600 – Contact Church re hall hire

Dog bins and bus shelters - £1000

To increase the Dog bins and Bus shelter budget

Proposed: SAJ

Seconded: MG

9 in favour

1 Abstention

Website £1,000 – AA suggested change to website budget

Proposed: KN

Seconded: CA

All in favour

Parish Plan £3,000 for new Parish Plan

Professional fees – not used going forward

S137 – £7,000

Proposed: SAJ

Seconded: JSH

All in favour

PB – Highlighted need to promote S137 funds available.

CAB - £4000

Control Tower £5000 – Zero (Remove invoice comment)

Control Tower Support £6,000 – Support fund

Control Tower Building fund – Ok

Strategy fund – Devolution fund

Community presence in description – Change £3,000

- e) **To approve** Final External Auditor report FY 2017/18

Proposed: SAJ

Seconded: BD

Eight in favour

Two Abstentions

- f) **To approve** Interim Audit report FY 2018/19

Proposed: AA

Seconded: JSH

All in favour

142 Planning and Licensing (Planning and Highways)

- a) **To approve** Salt Bin Quotations for FY 2018/19

Clerk explained the quotes

Willis and Ainsworth submitted the cheapest quote, but do not have a 4 x 4 vehicle to fill the salt bins in the Winter

Clerk to ask Willis and Ainsworth for references. Approved subject to References for Willis and Ainsworth

Proposed: AA

Seconded: BD

All in favour

- b) **To approve** GPC submission of a planning application on behalf of the Royal British Legion (at a reduced rate) for the Control Tower War Memorial project – Already covered in Public session

- c) **To consider** CIL (Community Infrastructure Levy) policy and Parish Plan – TV explained CIL plan discussed at P&H meeting. CIL spend needs to be defined in this policy.

Resolution - Clerk to arrange a meeting with CIL officer at WBDC and other parish Councils to look at CIL spending plans. Possible funding for bund on Stroud Green
JSH - Paragraph D - Aim to review and update the Parish Plan

AA – Working committee would be mixture of community Engagement and P&H
SAJ – Delete Options for establishing ‘Terms of Reference’

Proposed: AA
Seconded: SAJ
All in favour

143 Community Engagement

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

MG confirmed that one defib will be purchased. Proposed promoting where the defib machines are situated in GPC

AA – Offered to compile a map with the Clerk

GP is investigating the defib options, including maintenance contracts

January - resetting Community Engagement plan, SAJ expressed an interest in joining the Community Engagement group

Newbury college – future university rating

Devolution from WBDC

CIL Opportunities – speak to other Councils re spend on CIL

AA – Suggested meeting with GBP. BD to set up meeting with GBP

PB- Suggested contacting Angela Money to find out if there is a neighbour watch group on the Racecourse

Vote to extend the meeting

Proposed: KN
Seconded: BD
All in favour

- b) **To receive** two reports from Cllr Finn – Covered earlier in the meeting

144 Control Tower

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

- b) **To receive** a report from Cllr Abbs – GPC Control Tower Liabilities – Deferred, Working Party to be created to discuss this item

Proposal to create a Working Party to discuss Control Tower liabilities

Proposer: JSH
Seconded: BD
All in favour

- c) **To approve** the application for grant funding to fund the installation of a Wildlife garden project at the GCT (Greenham Control Tower)

Proposed: BD
Seconded: CA
All in favour
1 Abstention

145 Governance

- a) **To approve** revised GPC Standing orders 2018

Reduce contract tendering to £15,000

Proposed: BD

Seconded: TV

All in favour

146 Services

- a) **To approve** website hosting quotes

Clerk to add website to next agenda

147 Health and Safety - None

148 Other items for information or for possible inclusion on a future Agenda – Parish Tour, CA to organise

SAJ – Asked for suggestions of places to visit

BD – Willows school interactive boards, on Good Exchange

CAJ – asked for displays at Control to reflect how the common was returned to the public

AA- Alternate energy projects in the Parish

JSH – Allotments

KN – Has discussed location of allotments

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.

Move to Part II 10:19pm