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**MINUTES of the Meeting of the Control Tower Committee held at St Mary's Church Hall,
Greenham on Thursday 2nd June 2016 at 7.30pm.**

Present:

Cllr Steve Westbrook (Chairman)
Cllr Ernie Hicks
Cllr Alan Agutter
Cllr Teresa King
Mr Mitch Thomas

In attendance:

Roger Chester (Clerk of the Council)
Cllr Heather Westbrook (as Deputy Clerk of the Council)

The Chairman opened the meeting, and welcomed those attending.

1. Apologies

- a. Had been received from Cllr Barnett.

2. Declarations

- a. Mr Mitch Thomas declared he is an employee of Greenham Business Park Ltd.

3. Minutes of the last meeting.

- a. Minutes of the meeting held Thursday 28th April 2016 having been previously circulated were proposed as a true record by Cllr Alan Agutter, seconded by Cllr Ernie Hicks, and unanimously approved.

4. Public Session

No public were present.

5. Progress Review – Control Tower.

- a. PWLB application update
BALC have requested further information, which has been supplied, we are waiting to hear if any further information is required.
- b. Surveyor
Frank Bailey had been appointed and had conducted the survey. The survey was uneventful, with the exception of the need for pointing of the building exterior. Potential contractors are being sourced by Mr Mitch Thomas and Cllr S Westbrook.
- c. Roof
i. Cllrs. T King and H Westbrook along with Mr Mitch Thomas had met with

the chosen contractors and detailed the listing building issues. Information concerning the repairs had been sent to West Berks Council with supporting photographs. It had been agreed that Listed building consent was not needed for the repairs. The contractors had been contacted and we were awaiting a date for works to commence.

- ii. It was reported that Castle Windows had altered the guttering on the viewing gallery and the rainwater was no longer running off the window glass.
- d. Listed Building Consent
 - i. The listed building application is in hand. Cllr H Westbrook is chasing the appointed planning consultants regularly.
- e. Quotes
 - i. No new quotes had been requested or received.
- f. Recommendations for payment
 - i. Sundog Ground Maintenance - £154.00.
 - ii. Eon £43.24
 - iii. Secure Systems £436.20 (for work carried out in January 2016)
 - iv. Castle Windows £432.00
 - v. Hogans Electrical £495.00

6. On-going operations and Any Other Matters Arising

- a. Cllrs H Westbrook and T King have visited the Sterling Industrial estate and identified a number of items that could be used to replace some of the missing artefacts. Confirmation that we can have the items is awaited. We were given a gas mask from the site, believed to be an early WW1 issue (1916/17).
- b. Cllr S Westbrook is to meeting with a paint specialist from Dulux at the Control Tower to discuss the paint requirements for both interior and exterior of the building.
- c. Further discussion regarding the organisations to be involved in managing the Control Tower post completion. Members to be drawn from interested parties who could be invited to a meeting at the tower. Members are asked to submit details of individuals or organisations they feel will add substance in meeting the Vision. It was suggested that English Nature should be added to the list of potential members. It was noted that both Greenham Common Trust and the SIB will have oversight on appointments. The decision is to be taken to the full council.
- d. The clerk was asked to remind Councillors to submit any suggestions of organisations that should be approached as potential members of the entity.
- e. Further discussions about the “interpretation/Museum” area. Clarification is needed to whether GPC can sub-lease the 2 rooms for this purpose, at a pepper corn rent.

7. Date of next meeting

- a. Thursday 30th June 7.30pm at St Mary’s Church Hall, Greenham.

8. Meeting closed at 9.05pm

DRAFT