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**MINUTES OF THE MEETING OF GREENHAM PARISH COUNCIL HELD IN ST  
MARY'S CHURCH HALL, GREENHAM ON 11<sup>th</sup> MAY 2016 AT 7.30PM**

**Present:**

Cllr P Barnett (Chairman)	Cllr Teresa King
Cllr Ernie Hicks	Cllr Chris Austin
Cllr Pragna Hay	Cllr G Puffett
Cllr Billy Drummond	Cllr A Agutter
Roger Chester, Clerk of the Council	

**In attendance:**

1 member of the Press

**Apologies were received from:**

Cllr S Westbrook	Cllr H S Huxtable
Cllr J Swift-Hook	Cllr H Westbrook
PC5110 Matthew Allen	

The Clerk opened the meeting.

**1. Election of Chairman**

- a. The Clerk reported that no nominations had been made prior to the meeting and called for nominations from the floor. It was proposed by Cllr Chris Austin, and seconded by Cllr Alan Agutter that Cllr Phil Barnett be appointed Chairman. The motion was carried unanimously.

**2. Cllr Phil Barnett took the Chair.**

**3. Election of Vice-Chairman.**

- a. Cllr Phil Barnett proposed and Cllr Billy Drummond seconded that Cllr Chris Austin be appointed Vice-Chair. The motion was carried unanimously.

**4. Declarations of Interest, Statements of Position and Dispensations.**

- a. Cllr Drummond stated that:  
"Any views that I may express about planning matters and other business before this Council tonight are in my capacity as a member of *this* Council (Greenham Parish) and are based on the information before me tonight. If and when I consider any of the items at any future time in my capacity as a member of West Berkshire Council, I will consider each item on its merits at that time, taking full account of all the facts and information which are put before me at that time, as a result of which **I may well form a different view from any view I may express tonight**".
- b. Cllr Barnett advised excluding himself from any discussion regarding Park House School and the Sandleford Development.

Cllr Phil Barnett left the meeting at 7.40pm

**5. Minutes of the Meeting held 13th April 2016.**

- a. The Minutes of the Meeting held 13<sup>th</sup> April 2016, having been circulated previously were proposed by Cllr Chris Austin, seconded by Cllr Alan Agutter and unanimously approved by those in attendance at that meeting, noting that Chris Lawrence is Chair of Southby Allotments, not SE as stated. The Minutes were signed by Cllr Austin.

## **6. Matters to Report**

- a. Papers relating to matters brought to attention of the Clerk had been previously circulated:
  - i. Formal notice of acceptance of complaint regarding a Freedom of Information request made of the Council by Cllr Julian Swift-Hook had been received.
  - ii. Newbury Bid has prepared an outline of a revised Neighbourhood Warden Scheme, to replace the current scheme which ceases at 30 June. The summary was discussed, noting that Greenham would continue to pay £19,000 per annum, and receive 26 hours per week cover, although the extent of the proposed service against the current level was unclear. In view of this uncertainty, and to ensure value for money, further discussion was deferred, and the Clerk asked to invite a representative from Newbury Bid to the next Council meeting.
  - iii. Cllr Ernie Hicks raised the issue of parked cars obstructing pavements. It was suggested that if there were places where this practice created a hazard, approach be made to West Berks to seek restrictions. Cllr Hicks agreed to provide examples to put forward.
  - iv. Cllr Billy Drummond outlined a plan to provide a green gym on Stroud Green, with equipment similar to that at the Diamond. Whilst no formal vote was taken, the meeting was supportive of the proposal.
  - v. The Clerk gave details of a request received under the Freedom of Information Act to provide accounts for the years ended 31 March 2015 and 2016.
  - vi. Correspondence received from West Berks Council regarding Appointed Commissioners Schedule 1, part 1 and section 7, part 2 of the Greenham & Crookham Commons Act requested a contribution of £350.00 toward the costs. This was proposed by Cllr Billy Drummond, seconded by Cllr Chris Austin and passed unanimously.
  - vii. Notice was given of the Warden Scheme Leaving Drinks event planned for 1 July 2016.
  - viii. Details of an EIA Scoping request for Sandleford Park, Newtown Road, Newtown, Newbury were reported with a request for comments to be received by West Berks Council by 25<sup>th</sup> May. The Clerk was asked to issue a reminder to Councillors and forward any responses received.
  - ix. An invitation to the Thatcham Mayor Making Ceremony had been received.
  - x. Details of a "Building Communities Workshop" to be held Monday 13<sup>th</sup> June 2016 were announced.

## **7. Co-option of Councillors**

- a. No nominations

## **8. Members of Working Groups, review of delegation arrangements and Terms of Reference.**

- a. The following memberships were proposed en bloc by Cllr Chris Austin, seconded by Cllr Alan Agutter and passed unanimously.

Finance Working Group  
Cllr S Westbrook (Chairman)  
Cllr Teresa King  
Cllr Alan Agutter  
Cllr Phil Barnett

Co-opted Member – Mrs A Appleby

Control Tower Committee

Cllr Steve Westbrook (Chairman)  
Cllr Ernie Hicks  
Cllr Alan Agutter  
Cllr Phil Barnett  
Mr Mitch Thomas  
Substitute members– Cllr Shirley Huxtable & Cllr Teresa King

Staffing Committee

Cllr P. Barnett (Chairman)  
Cllr T. King  
Cllr H. Westbrook

Current Terms of Reference relating were noted, as were delegation arrangements, acknowledging that such items were due for review with recommendations arising from the external Governance Audit due to take place on the 8<sup>th</sup> June 2016.

**9. Review and adoption of Standing Orders**

- a. No change to current status, but acknowledging the audit referred to above.

**10. Representation on Outside Bodies**

- a. The following members were proposed en bloc by Cllr Chris Austin, seconded by Cllr Alan Agutter and passed unanimously.

Cllr B Drummond	Commons Commission
Cllr P Barnett	Berkshire Association of Local Councils
Cllr P Hay	Thornford liason group
Mr J Hatchman	Charity of Mrs Mabel Luke
Cllr T King	West Berks Heritage Forum (Vice Chair and Treasurer) Member of Steering Group for Newbury Vision West Berks Community Learning Partnership Racecourse Public liason Group Heritage Champion
Cllr G Puffett	Trustee, Thatcham Almshouses
Cllr J Swift Hook	Greenham Common Trust Distribution Committee

**11. Review and Adopt Complaints Procedure**

- a. No change to current status, but acknowledging the audit referred to above.

**12. Public Session**

- a. None present

**13. Planning & Licencing**

- a. The following applications were considered:
- i. 16/01125/LBC2 – Sandleford Farmhouse – No objection, subject to the protection of the Ice-House.
  - ii. 16/00754/Huouse – 17 Denham Drive – No objection
  - iii. 16/00756/House – 2 Water Lane – No objection
  - iv. 16/119843/FUL – 241 Greenham Business Park – No objection
  - v. 16/01112/FULD – 4a Hambridge Road – No objection
  - vi. 16/01186/House – 7 Hook Close – No objection
  - vii. 15/03440/FULEXT – Greenacre Leisure – No Objection
- b. Proposed en bloc by Cllr Alan Agutter, seconded by Cllr Chris Austin and passed unanimously.

#### 14. Finance & Accounts for payment

- a. The following accounts were presented for payment:

			£
Council			
St Mary's Church	donation	600.00	
Sovereign Housing	NWS	4,800.00	
	Bus		
Southern Electric	shelters	6.32	
R A Chester	Clerk	1,033.39	
HMRC	Tax M1	105.47	
Control Tower			
Frank Bailey Ltd	Survey	2,100.00	
BT	internet	94.80	
BT	landline	97.92	
Sundog Maintenance	Grounds	154.00	
E-on	Electricity	24.83	
			£ 9,016.73

Grant Application had been received from Relate Berkshire, an organisation supported by the Council. The amount requested is £600.00

- b. Both the payments list and Grant Application were proposed by Cllr Billy Drummond, seconded by Cllr Alan Agutter and passed unanimously. As the cheque book was not available to be counter-signed as the cheques were signed, signatures were deferred until a later date.

#### 15. Control Tower

- a. Owing to the last minute cancellation by the Chairman of the Control Tower Committee, a full review was not undertaken. Note was taken that the loan application is in progress, and the survey completed, the report indicating that, other than the roof and re-pointing of brickwork, no other matters of import had come to light.

#### 16. Any other items of information, or to be included on the Agenda for the next meeting.

- a. Cllr Gary Puffett noted that if rising bollards are to be fitted at both ends of the racecourse development, access to the south side of the Racecourse Railway station would be limited to pedestrians only.
- b. Cllr Billy Drummond reported that 8 Westwood Road had been placed on the market for sale.
- c. Cllr Ernie Hicks noted that there was no wheelchair access to either side of the Racecourse Railway Station, which given the increase in residents for whom that station would represent their optimum access was considered inadequate. The Clerk was asked to write to Network Rail to enquire whether plans are in place to provide such access.

#### 17. The public and press representative were asked to leave the meeting.

- a. At this point it was proposed by Cllr Billy Drummond, seconded by Cllr Alan Agutter and unanimously agreed to exclude the public and press under Article 1 (2) of the Public Bodies (Admission to Meetings) act 1960 by reason of the confidential nature of the business to be transacted.
- b. The Freedom of Information request made by Cllr Julian Swift-Hook was discussed. It was agreed that the information requested be provided to the extent that such information existed.

#### 18. The meeting closed at 9.28pm.