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**MINUTES of the meeting of Greenham Parish Council**  
*held at St Marys Church Hall, Greenham*  
*on Wednesday 15<sup>th</sup> March 2017 at 7.30pm*

*Present:*

Cllr Gary Puffett	Cllr Meg Thomas
Cllr Paul Walter	Cllr Billy Drummond
Cllr Jon Gage	Cllr Paul Inman
Cllr Julian Swift-Hook (Chair)	Cllr Lindsey Middlemiss
Cllr Chris Austin (Vice Chair)	Cllr Arthur Johnson
Cllr Balu Sudra	

*In attendance:* 8 members of the public, 1 representative of the press

**1. APOLOGIES FOR ABSENCE**

Apologies were received from: Cllr Pragna Hay, Cllr Phil Barnett

**2. DECLARATIONS OF INTEREST**

**Cllr Jon Gage** declared that he is a director of Rivar Sand & Gravel Ltd.

**Cllr Julian Swift-Hook** declared that he is also a member of Newbury Town Council, has a personal interest in item 13a, and has a declarable pecuniary interest in agenda item 7a (as a governor of The Willows School) and item 12(1) planning application for 71 houses.

**Cllr Billy Drummond** declared that he is also a member of West Berkshire Council and has a declarable pecuniary interest in agenda item 7a (as a governor of The Willows School).

**Cllr Lindsey Middlemiss** declared that she has a declarable pecuniary interest in agenda item 7a (as a governor of The Willows School).

**Cllr Meg Thomas** declared that she has a personal interest in agenda item 8 (New Racecourse Estate) because she is a member of Cannons health club.

**Cllr Arthur Johnson** declared that he is also a member of Newbury Town Council.

**Cllr Paul Walter** declared that he has a personal interest in agenda item 7c (Mabel Luke grant application) because he is a trustee of the Newbury Church and Almshouse Charity.

**Cllr Gary Puffett** declared that he has an interest in agenda item 12(?) – planning application.

**3. AGENDA**

**Proposed:** Cllr Paul Walter

**Seconded:** Cllr Billy Drummond

**Resolved:** That the agenda items for which members of the public were in attendance should be taken first.

**4. PLANNING AND LICENSING (Part 1)**

Cllrs Julian Swift-Hook and Jon Gage left the room at 19:38 hrs.

The following planning application was then considered:

## 17/00223/FULEXT

Land on North Side of Pyle Hill

71 dwellings, access roads, car parking, pedestrian access and landscaping.

Several members of the public spoke against the application:

**Mrs Lucy Crofts:** Has canvassed residents – 23 objections around Water Lane. Need for proper protection over the whole swathe of green land between New Road and Greenham Common. Asked for support from parish council.

**Mr Ray East:** Access – basically private access width, dangerous. Traffic flows gauged in application at off-peak hours. Pathway problems.

**Mr Steve Larkins:** Water Lane, dangerous road access – blind. Vehicles going up Pyle Hill – high speed. Blind exit. Specific note from Thames Water: Drainage infrastructure and water supply infrastructure for this area is at capacity. Whole infrastructure needs to be reviewed and upgraded – could take 1.5 years to do. NPF guidelines make a special case for green areas which are demonstrably valuable to the local community. Destroys the semi-rural nature of Greenham. Need to place protection on other green spaces if this goes ahead. Unsustainable – with limited infrastructure – schools, traffic system.

**Mrs Sally-Ann Jay:** Needs mitigation. Needs to be a pathway into green space beyond.

**Proposed:** Cllr Paul Walter

**Seconded:** Cllr Paul Inman

**Resolved:** Objection. Over-development, lack of suitable access, loss of amenity for existing residents.

Cllrs Julian Swift-Hook and Jon Gage returned at 20:00 hrs.

## 5. FINANCE (Part 1)

Cllr Swift-Hook advised the meeting that there was £1799 unspent in this year's budget for s137 grants, and free reserves after the cheque payments to be approved later in the meeting stood at £37,384.

- a) Grant application by The Willows School. Cllrs Julian Swift-Hook, Lindsey Middlemiss and Billy Drummond left the room at 20:01 hrs.

Mrs Jemma Hillyer presented the need for Buddy Benches at The Willows School and the grant request for £600 for two more benches.

**Proposed:** Cllr Paul Inman

**Seconded:** Cllr Meg Thomas

**Resolved:** That a grant of £600 to the Willow School for Buddy Benches be made, taken from the s137 grants budget.

Cllrs Julian Swift-Hook, Lindsey Middlemiss and Billy Drummond returned at 20:07 hrs.

- b) Grant application by Mabel Luke. Cllr Walter advised that he will not be voting on this matter due to his interest as a trustee of Newbury Church and Almshouses Charity.

A presentation was given by Mr Bill Piner and Mr Peter Jakubowski regarding the proposed housing development in Mill Lane. The Charity is established to help those in need in Greenham and Newbury.

£2.5m total cost. Grants coming from other organisations and sources. Now looking for £50,000 from various sources. Asking for £2500 from Greenham Parish Council. The charity is has enough funding for 12 dwellings but would like to expand to 16 units for those in need.

**Proposed:** Cllr Billy Drummond  
**Seconded:** Cllr Meg Thomas  
**Resolved:** That a grant of £2,500 to the Mabel Luke charity be made, with £1,199 taken from the s137 budget and the balance of £1,301 taken from Reserves.

Resolved *nem con.* Cllr Walter abstained.

~~Cllrs Julian Swift Hook, Lindsey Middlemiss and Billy Drummond returned at 20:07 hrs.~~

## 6. APPROVAL OF MINUTES

- a) **Proposed:** Cllr Paul Walter  
**Seconded:** Cllr Paul Inman  
**Resolved:** That the minutes of a meeting of the Council held on 26<sup>th</sup> January 2017 be approved as a correct record and signed by the Chairman.
- b) **Proposed:** Cllr Paul Inman  
**Seconded:** Cllr Lindsey Middlemiss  
**Resolved:** a) That the membership of the Control Tower Committee noted at Minute 11d be corrected by deleting Cllr Balu Sudra's name and inserting Cllr Paul Walter's name.  
b) That the minutes of a meeting of the Council held on 8<sup>th</sup> February 2017 be approved (as amended) as a correct record and signed by the Chairman.

## 7. CHAIRMAN'S REPORT

The Chairman reported that

- a) the licence for Suite 23 Liberty House has been renewed for a further 12 months;  
b) a letter of thanks has been received from Berkshire Vision for the grant approved at the last meeting.

## 8. PUBLIC SESSION

Mr A. Mercado introduced himself and read a letter he had sent to President Trump about the former USAF Air Base at Greenham, describing its special nature and vital role in the Cold War, requesting consideration of a financial donation to the Control Tower. Mr Mercado asked if council will support his letter.

The Chairman thanked Mr Mercado for his question and advised that the council will need to make a formal decision on a response.

## 9. PLANNING AND LICENSING (Part 2)

The following planning applications were considered:

### a) 17/00158/COMIND

Land south of Newbury College

New primary school, including access road from A339 to serve "allocated strategic housing site" and provide access to school.

**Proposed:** Cllr Paul Walter  
**Seconded:** Cllr Meg Thomas  
**Resolved:** Objection. Concerns expressed about access. No sign of pedestrian or cyclist access. Dangerous if from A339. Presumptuous that Sandleford development will be approved. GPC objects to the Sandleford

development so it is consistent to object to this.  
Resolved *nem con*. Cllr Chris Austin abstained.

**b) 17/00219/COMIND**

Former GAMA site, Greenham Common  
Access lobby

**Proposed:** Cllr Julian Swift-Hook

**Seconded:** Cllr Paul Inman

**Resolved:** Objection. Will change appearance of one of the classic bunkers.

**c) 16/03586/FUL (Adjacent parish)**

McDonalds, Newbury Retail Park

54.9 sqm extensions, alterations to elevations, reconfiguration of Drive Thru'

**17/00036/HOUSE**

8 Spa Meadow Close

Partial conversion of double garage into habitable space etc

**17/00145/HOUSE**

4 Pyle Hill

Single storey rear extension + bicycle store

**17/00365/ADV**

Plot 5 Greenham Business Park

Signs

**17/00240/TPW**

25 Lamtarra Way

Tree change

**17/00599/COND1**

Sandleford Farmhouse

Reserved condition - noise

**17/00600/COND1**

Sandleford Farmhouse

Reserved condition - schedule of works

**17/00468/HOUSE (Adjacent parish)**

72 York Road

Conservatory

**Proposed:** Cllr Paul Walter

**Seconded:** Cllr Paul Inman

**Resolved:** No Objection.

**10. FINANCE (Part 2)**

d) Grant funding requests – no further requests received.

g) It was noted that the new bank account is open for the control tower

- h) **Proposed:** Cllr Lindsey Middlemiss  
**Seconded:** Cllr Jon Gage  
**Resolved:** That £41,500 be transferred to the new Control Tower bank account.

- e) Authorisation of cheque payments:

Sundog Grounds Maintenance Ltd: Inv 2166 £154 + Inv 2212 £154.00 = £308.00 (#1439)  
Greenham Business Park: Inv 24206 £480.00 + Inv 24111 £126.00 = £606.00 (#1440)  
Pinnock Bros: Inv 172757 - £377.16 (#1441)  
WBC: Inv 232841 396130 - £3,657.15 (#1442)  
Greenham Parish Council Control Tower Account - £41,500 (#1443)

**Proposed:** Cllr Paul Inman  
**Seconded:** Cllr Lindsey Middlemiss  
**Resolved:** That the cheque payments be authorised. Resolved unanimously.

- f) **Proposed:** Cllr Julian Swift-Hook  
**Seconded:** Cllr Billy Drummond  
**Resolved:** To authorise “view only” online access to the council’s bank accounts for the authorised signatories and the clerk.

- i) The Annual Return has to be approved by the end of June 2017. Cllr Julian Swift-Hook outlined the expanded complexity of our council accounts perhaps requiring a change of internal auditing company. He will bring some recommendations to the April meeting.

## 11. NEW RACECOURSE ESTATE

Cllr Paul Inman’s report was discussed.

There is expected to be some movement on the bollards situation in the next few weeks/months.

Cllr Inman proposed that the council should take over management of four bus shelters but the Motion was not seconded.

Cllrs Chris Austin, Gary Puffett and Billy Drummond spoke against managing the bus shelters. Cllr Middlemiss suggested residents/ developer should pay for amenities on a private road.

Cllr Inman will go back to Mr Paveley to explain councillors’ views.

## 12. PARISH OFFICE

Cllr Meg Thomas spoke to her report.

**Proposed:** Cllr Meg Thomas  
**Seconded:** Cllr Paul Walter  
**Resolved:** That the council continues to rent office space at Liberty House with a view to relocating to office space in the control tower when possible.

## 13. WARD BOUNDARY REVIEW

West Berkshire Council is holding an Extraordinary Meeting on 23<sup>rd</sup> March 2017 to agree its proposals. The objective is to redraw the ward boundaries so that each of the 42 District Councillor represents approximately the same number of residents. The boundary review should not affect Greenham Parish Council.

The current consultation concludes on 10<sup>th</sup> April 2017, following which the Boundary Commission will publish its proposals and a further consultation will take place from 6<sup>th</sup> June to 7<sup>th</sup> August.

## 14. CONTROL TOWER

- b) Chairman of the Control Tower Committee Cllr Jon Gage spoke to the report circulated with the Agenda.
- the council has now received a positive answer from SIB confirming that it is not looking to claw back any money at this time. SIB are still supporting the project and have asked for further information, to be supplied within 3 months.
  - The next meeting of the Control Tower Committee is scheduled for 20<sup>th</sup> March. Cllr Gage outlined details of the public survey that will be discussed at the meeting.
  - the urgent repairs are virtually complete.
  - The work schedule has been reviewed putting the total spend required at £150,000.
- c) The process for letting the project management contract was discussed.

Cllr Swift-Hook said he thought that the final choice(s) should come to full council for ratification.

**Proposed:** Cllr Lindsey Middlemiss  
**Seconded:** Cllr Billy Drummond  
**Resolved:** That the process be approved with the final selection to be approved by full council, that other councillors not previously involved with the tenders should be involved with the interviews and that due diligence (financial checks) be carried out concurrently with interviews.  
Resolved unanimously.

- d) **Proposed:** Cllr Paul Walter  
**Seconded:** Cllr Paul Inman  
**Resolved:** That the Terms of Reference for the Interpretation Working Group be approved.  
Resolved unanimously.

- e) **Proposed:** Cllr Jon Gage  
**Seconded:** Cllr Meg Thomas  
**Resolved:** That Cllr Billy Drummond be appointed to the Interpretation Working Group.  
Resolved unanimously.

## 15. COMMITTEE AND WORKING GROUP MEMBERSHIP

Cllr Swift-Hook handed the chairing of the meeting to the Vice Chairman Cllr Austin.

- a) The following Motion was **Proposed** by Cllr Paul Walter and **Seconded** by Cllr Meg Thomas:

**This Council notes that:**

1. **when the election for Chairman of Council was held on 11th January 2017, Standing Order 42 (which provides that the Chairman and Vice Chairman of Council shall be ex officio members of every Council committee) was in full force and effect and remains so;**
2. **the six month time restriction specified by Standing Order 35(a), on revisiting the decision made on 21st January 2016 (regarding Councillor Swift-Hook's membership of the Control Tower Committee) expired in July 2016.**

**Accordingly, this Council Resolves that:**

- A. the election of Councillor Swift-Hook as Chairman of Council on 11th January 2017 had the effect of superseding and reversing the Resolution made on 21st January 2016; and**
  
- B. the current Council Chairman and Vice Chairman have both been members of every Council committee (including the Control Tower Committee) ex officio since their election and remain so.**

In proposing the Motion, Cllr Walter said that to elect a Chair of Greenham Parish Council and assume that they will have nothing to do with the control tower is a bit like electing Theresa May as Prime Minister and expecting her to have nothing to do with Brexit.

Cllr Walter said that with reference to the January 2016 motion concerning Cllr Swift-Hook, it should be noted that of the five councillors who voted in favour of the motion at that time, four have since left the council.

Cllr Walter said that as a member of the full council, Councillor Swift-Hook continued to have not only a right, but a legal duty to be fully involved with any decisions about the control tower.

Cllr Puffett did not agree that the election of Cllr Swift-Hook as Council Chair had the effect of reversing the decision made 12 months ago. He stated that it still stands in his view. He stated that Cllr Swift-Hook had been elected as Council Chair due to the loyalty of a group of like-minded councillors. He denied that the decision taken 12 months ago was a vendetta against Cllr Swift-Hook and stated that it was taken due to circumstances at the time.

Cllr Gage said that Cllr Swift-Hook has provided knowledge, energy and drive, for example in the situation concerning SIB. He said the inclusion of Cllr Swift-Hook will add to the skills we have and confirmed that he supported his involvement in the Control Tower Committee.

Cllr Puffett said the decision in January 2016 was made because of the involvement of Cllr Swift-Hook at the time – he said we have a good team in place now. He said that we have the project working at the moment.

Cllr Drummond stated that he supported Cllr Swift-Hook and that he has done a really good job. The council would have come to a standstill without Cllr Swift-Hook.

Cllr Inman said we need to keep in mind that the project is needed for the community and that these conversations are detrimental.

Cllr Austin said that at the time the council was divided politically but that political divide no longer exists and that should be borne in mind.

In seconding the Motion, Cllr Thomas said that we are an apolitical council and welcomed Cllr Puffett's acceptance of the good progress we are making on the control tower.

The Motion was **Resolved** without amendment. Cllr Puffett voted against. Cllr Swift-Hook and Cllr Austin abstained.

Cllr Swift-Hook then resumed the chair.

- b) **Proposed:** Cllr Paul Inman  
**Seconded:** Cllr Meg Thomas  
**Resolved:** That Cllrs Billy Drummond and Paul Walter be appointed Substitute Members of the Staffing Committee.
- c) The updated Committee and Working Group Membership table was noted.

#### **16. RECRUITMENT OF NEW CLERK (Part 1)**

- a) Cllr Swift-Hook reported that the recruitment process has been successful and that the Staffing Committee is recommending the appointment of a new clerk.
- b) Cllr Swift-Hook pointed out that there is no basic stationery (stapler, hole punch, pens etc) in the parish office, that the incoming clerk will need the use of a computer and that the council does not own a computer. He further pointed out that of the £5,000 set aside for the recruitment process in January, only £2,500 has been spent.

**Proposed:** Cllr Julian Swift-Hook

**Seconded:** Cllr Billy Drummond

**Resolved:** That Cllrs Swift-Hook and Inman be jointly delegated to source a suitable computer, including the first year's subscription to Office 365 and any other relevant services for use by the parish clerk, up to a maximum cost of £1,000 (to be taken from the underspent recruitment budget allocation).  
Resolved unanimously.

#### **17. REPORT FROM ST. MARYS CHURCH**

- a) The written report from Revd David McLeod was noted.
- b) The Greenham Fun Day 2017 is planned for 2<sup>nd</sup> July 2017. Sally-Ann Jay offered to liaise with the church for the council.

#### **18. ANNUAL PARISH ASSEMBLY MEETING**

It was noted that the Annual Parish Assembly Meeting will take place on Wednesday 12 April 2017 at 7:00pm. Committee and Working Group chairs are asked to submit written reports on the activities of their committees/working groups to the Chairman by Monday 27 March 2017 for inclusion in the Council's report to parishioners.

Cllr Puffett queried whether the meeting could legally be held in April because the Annual Meeting of Council has to be held in May according to Local Government Act 1972.

Cllr Swift-Hook pointed out that the Annual Parish Assembly Meeting (Sch 12 Part III, LGA 1972) is not the Annual Meeting of the Council (Sch 12 Part II, LGA 1972).

#### **19. OTHER ITEMS FOR INFORMATION ONLY OR FOR POSSIBLE INCLUSION ON A FUTURE AGENDA**

Cllr Drummond reported that he has sourced £15,000 from West Berkshire Council for play equipment on Stroud Green and that he will report back on progress in due course.

Cllr Meg Thomas reminded members of the clean-up day on 25<sup>th</sup> March.

Cllr Chris Austin mentioned a law enforcement issue that Cllr Drummond undertook to raise with the police.

Cllr Balu Sudra offered some surplus personal office furniture to the control tower project.



Other items on the forward plan include:

- Report back on Website
- Council/councillors' surgeries
- Response to next boundary review consultation
- Reserves policy
- Ring-fenced Reserves for Parish Plan, Dream Scheme and Diamond
- Report back from Governance Working Group
- Cut-off time for meetings (10/10.30pm)
- Salt bins
- Bus routes

## **20. EXCLUSION OF PRESS AND PUBLIC**

**Proposed:** Cllr Julian Swift-Hook

**Seconded:** Cllr Paul Walter

**Resolved:** That under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

## **21. RECRUITMENT OF NEW CLERK (Part 2)**

Cllr Swift-Hook gave a verbal report to the meeting regarding the recruitment process, commenting on the very high standard of all of the applicants.

**Proposed:** Cllr Julian Swift-Hook

**Seconded:** Cllr Billy Drummond

**Resolved:** That Mr David Fowler be appointed as clerk to the Council with effect from 3<sup>rd</sup> April 2017.

**There being no other business the Chairman declared the meeting closed at 22:25 hrs**

Chairman

Date