



Clerk of the Council
Greenham Control Tower,
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Minutes of Greenham Control Tower Committee held at 6:30pm on 4th July 2019 at Greenham Control Tower, Greenham

Present:

Cllr Jonathan Gage (JG)
Cllr Adrian Abbs (AA)
Cllr Gary Puffett
Cllr Sally-Ann Jay

In attendance:

Clerk
Meg Thomas

18:35 pm Meeting start

GPC (Greenham Parish Council) Greenham Control tower Committee meeting 4th July 2019

1. Apologies for Absence

Cllr Steve Jones (SJ)
Cllr Phil Barnett
Cllr William Drummond

2. Declarations of Interest, Statements of Position and Dispensations,

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

Sally-Ann Jay –
Jon Gage – Director of Control Tower trading limited
AA – West Berkshire Councillor

Proposed: JG

Seconded: SAJ

Abstentions: None

Against: None

To Unanimously approve the suspension of GPC Standing orders at 18:40pm

Proposed: JG

Seconded: SAJ

Abstentions: None

Against: None

To Unanimously approve that Agenda item number 9 Metal Detecting, is brought forward.

Meg Thomas – Explained that there have been a number of enquiries, regarding metal detecting on Greenham Common, around Greenham Control Tower.

AA – Asked for clarification of the area that could be used for metal detecting around the Control Tower

GP – Asked how any metal detecting activities would be policed.

AA – Expressed concern about the underground cables that are underneath Greenham Control Tower. A site survey may need to be carried out to determine where the cables exist.

JG – Asked for details about the organisation that has put in a request to carry out metal detecting. Details of the organisation to be sent to the Clerk. A letter will need to be drawn up. Letter must be submitted to GPC, outlining dates, CAT scan, Experience and qualifications from the metal detectorists. Subject to these questions being answered, authorisation will be granted.

Proposed: JG

Seconded: GP

Abstentions: None

Against: None

To Unanimously approve metal detecting at the Control Tower as long as all of the above criteria is met

GCTL has been awarded a resilience grant, Meg Thomas gave details

There is potential for further grants for the Greenham Control Tower

The outside store quote was also discussed and it was agreed to defer this item for a later date

Meg Thomas left the meeting.

Proposed: JG

Seconded: GP

Abstentions: None

Against: None

To Unanimously approve to reinstate the GPC Standing orders 18:56pm

3. **To approve** future Vice Chairman of The Control Tower Committee

Proposed: JG

Seconded: AA

Abstentions: None

Against: None

Resolved: To Unanimously approve Gary Puffett Vice Chairman of The Control Tower Committee

4. **To approve** membership of the Control Tower Committee for Cllr Philippa Harper

Proposed: GP

Seconded: JG

Abstentions: None

Against: None

Resolved: To Unanimously approve membership of the Control Tower Committee for Cllr Philippa Harper

5. To approve revised Control Tower Committee Terms of Reference

Proposed: GP

Seconded: JG

Abstentions: None

Against: None

Resolved: To Unanimously approve revised Control Tower Committee Terms of Reference

There was a discussion around Co-opted members who are not Councillors and which skill sets would be useful to recruit for the Control Tower committee.

This document has been reviewed by the Committee and will require full approval at the next Full council meeting in August 2019. Clerk to add this document for Approval to the next Full Council meeting.

6. To review progress of the War Memorial move to the Control Tower

JG – Tenders have been sent out by the Clerk. Tenders to be chased up by the Clerk on the 5th July.

Clerk to check with HALC in writing with regards to GPC holding funds for the War Memorial project. Clerk also to check with JSH with regards to funding for the War Memorial project.

7. Review Control Tower – GPC lease and Working agreement

a) To review Working agreement June 2019

Page 3 – Change the GPC address so Suite 23 is gone

Recitals – Point number 1 to be changed– ‘Has transferred the management of the premises – add handover date to this section

Page 6 – Business Plan 5.1, Clerk to contact Control Tower Manager (John Harman) with regards to a revised Business Plan

5.8, 5.10 - Clerk to request a copy of the insurance certificate for the Control Tower

5.12 – Change to ‘Maintain the operation of the café and inform GPC if a decision to sublet the operation is made’

5.13 – Add ‘Look to maintain adequate funds to maintain the appearance of the building, as required by terms of the lease’

7.2.1. Can be removed from the Agreement

7.3 Can also be removed from the Agreement

7.6 ‘GPC Clerk is the named contact’ and ‘Deputy Clerk’

Page 19 – Add postcode to this page for the Control Tower

Version history to be updated by the Clerk

Proposed: JG

Seconded: AA

Abstentions: SAJ

Against: None

Resolved: To Unanimously approve the changes to current working agreement between GPC and GCTL (Version 1)

8. To discuss Control Tower outside store quote received

Already discussed

9. To discuss Metal Detecting activities at the Greenham Control Tower

Already discussed

10. To approve the location of Defibrillator at the Greenham Control Tower

Proposed location by the pedestrian gate to the common, behind the Greenham Control Tower

Proposed: GP

Seconded: SAJ

Abstentions: None

Against: None

Resolved: To Unanimously approve the location of Defibrillator at the Greenham Control Tower

11. Other items for information only – no decisions can be taken

Part II

12. To discuss Greenham Control Tower trading performance

JG discussed the Current Financial statements of the Greenham Control Tower.

Intention is to reactivate Greenham Control Trading Ltd company, so the Café can be run via this company

Staffing costs at Greenham Control Tower have increased and are now part of the budget

GPC require a report from GCTL to outline the financial situation for the Greenham Control Tower.

The full Financial statement couldn't be discussed as not enough information was provided

Meeting closed 19:54 pm