



Clerk to the Council
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Minutes of Greenham Parish Council held at 7.30 pm on 5th May 2021 via Zoom

Present:

Cllr Steve Jones (SJ)
Cllr Adrian Abbs (AA)
Cllr Gary Puffett (GP)
Cllr Alison Blackborow (AB)
Cllr Martin Griffiths (MG)
Cllr Billy Drummond (BD)
Cllr Julian Swift-Hook (JSH)
Cllr Phil Barnett (PB)

In attendance:

Clerk
Chaired by Steve Jones
Member of the public Present

Meeting began at: 7:30 pm

GPC (Greenham Parish Council) Full Council meeting 5th May 2021

1. Election of Chairman

Proposed: JSH

Seconded: AA

Abstentions: None

Against: None

Resolved: To unanimously approve that Cllr Steve Jones be elected as Chairman of Greenham Parish Council

2. Election of Vice Chairman

Proposed: SJ

Seconded: BD

Abstentions: None

Against: None

Resolved: To unanimously approve that Julian Swift-Hook be elected as Vice Chairman of Greenham Parish Council

3. Public Session

Newbury Racecourse Resident provided an update from the Residents association. Constitution and a code of conduct have been compiled, plus, a meeting has been arranged with the Racecourse representatives to take place on 13th May.

Racecourse resident would like to be co-opted as a Councillor for Greenham Parish Council. The Clerk will contact the Parishioner with details about becoming a councillor for Greenham Parish Council.

AA – Enquired about the inclusion of the Sovereign Housing residents.

The Racecourse resident confirmed that he has been in touch with Rachel Peters from Sovereign Housing to discuss this further and any progress will be reported to the Council

7:37pm Parishioner left the meeting

4. Apologies for Absence

Cllr Tony Vickers (TV) – Sandleford attendance

Cllr Chris Ferguson (CF)

Cllr Sally-Ann Jay (SAJ)

Cllr Ken Neal (KN)

Cllr Chris Austin (CA)

5. Exclusion of the Press and Public

To move 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.

Proposed: SJ

Seconded: BD

Abstentions: None

Against: None

Resolved: To unanimously move 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 under Part II

6. Declarations of Interest, Statements of Position and Dispensations

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

BD - – Commissioner on Greenham and Crookham Commons Commission, Newbury Town Council, West Berkshire District Councillor, Mayor

AA - Member of West Berkshire District Council (Wash Common Ward), Shadow Executive Member for the Environment, Western Area Planning Committee, Environmental Advisory Group, Licensing Committee, Personnel Committee, Planning (Sub), Governance and Ethics Committee (Sub). Trustee for Stroke Care Newbury & West Berkshire. Director of TEEC, The EMEA Enterprise Company and KickFire Group, Appearing as an Environmental Energy Expert at the Sandleford Enquiry

PB – Newbury Town Councillor, Member of West Berkshire District Council

JSH – Greenham Parish Council appointed representative for Greenham Crookham Common Commission

SJ – Greenham Parish Council representative for Greenham Control Tower

7. Approval of Minutes

a) To Approve Minutes of GPC Meeting held on 14th April 2021

Proposed: SJ

Seconded: MG

Abstentions: None

Against: None

Resolved: To unanimously approve Minutes of GPC Meeting held on 14th April 2021

b) To Approve Part II Minutes of GPC Meeting held on 14th April 2021

Proposed: SJ

Seconded: AA

Abstentions: None

Against: None

Resolved: To defer the approval Part II Minutes of GPC Meeting held on 14th April 2021

8. Chairman's Report

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

Nothing to report

9. Clerk's Report

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

AA – Suggested WBDC as a possible venue for any Parish council meetings before the Church hall becomes available.

GP – Explained the H&S procedure and risk assessment that would need to be followed to restart face to face meetings.

GP – Would like the Parish Council to potentially rethink the provision of Allotments within the Parish

BD – Has a meeting planned with a Parishioner to talk about allotments and how the Parish can help

JSH – Asked about the possibility of the Parish looking into renting land for allotments

AB – Talked about the Greener Greenham Group and an application for funding for this group. This Greener Greenham group could look at window boxes, as part of the revised allotment project

AA – Suggested that any equipment could be rented from the Parish

10. Representation on Outside Bodies 2020 - 21

a) To Approve council representation on outside bodies for the coming civic year

Proposed that JSH will represent Greenham Parish Council on Greenham and Crookham Commons commission

Proposed that PB will represent Greenham Parish Council on Berkshire Association of

local councils

Proposed that SJ will represent Greenham Parish Council with Greenham Control Tower Ltd

Proposed GP will represent Greenham Parish Council for Thatcham Parochial Charities

Proposed: MG

Seconded: BD

Abstentions: None

Against: None

Resolved: To Unanimously approve that JSH will represent Greenham Parish Council on Greenham and Crookham Commons commission, PB will represent Greenham Parish Council on Berkshire Association of local councils, SJ will represent Greenham Parish Council with Greenham Control Tower Ltd and GP will represent Greenham Parish Council for Thatcham Parochial Charities

11. Corporate Insurance Renewal

a) To consider Zurich Insurance renewal on 1st June 2021 (Three-year contract)

SJ – Questioned why the policy was three years

JSH – Explained that the Council obtained a cheaper policy by signing up for three years

Proposed: SJ

Seconded: GP

Abstentions: None

Against: None

Resolved: To unanimously approve the Greenham Parish Council corporate insurance renewal from the 1st June 2021

JSH left the meeting at 8:17pm

12. Finance

a) To approve May 2021 GPC payments

Proposed: SJ

Seconded: BD

Abstentions: None

Against: None

Resolved: To Unanimously to approve May 2021 GPC payments

Schedule of Cheque and Bank Payments
05 May 2021

1. Cheque payments – GPC Current Account (Metro Bank)

Inv Date	Inv No / Trans Ref	Payee	Amount	Chq No
30/04/2021	Final Salary Payment	J Currie	1,100.90	800126
27/04/2021	Payroll Services – month 1 (inv 1542)	SME Accounting Services	12.00	800127
30/04/2021	Tax and NI payment – Month 1	HMRC	757.95	800128
30/04/2021	Pension – Month 1	Berkshire Pension Fund	1,004.98	800129
26/04/2021	Yearly Audit 2020 21	Auditing Solutions Ltd	534.00	800130
26/03/2021	Yearly Insurance Premium - 505960585	Zurich Insurance	1,688.28	800131
01/04/2021	Room Rent – Inv	Greenham Control Tower Ltd	300.00	800132
Sub-Total GPC Current Account actual payments			€5,398.11	

2. Bank Payments – GPC Current Account (Metro Bank)

Trans Date	Trans Ref	Payee	Amount	Trans Type
15/05/2021	Salary – Month 1	Lisa Blake - Clerk	1,591.00	SO
06/05/2021	Telephone bill – GP00592130 0013	BT	53.50	DD
26/04/2021	PWLB Loan – FW506665	PWLB	2,484.99	DD
Sub-total GPC Current Account Bank Payments			€4,129.49	

b) **To approve** GPC Reconciliation statements 1st April 2021

Proposed: GP

Seconded: AA

Abstentions:

Against:

Resolved: To Unanimously to approve GPC Reconciliation statements 1st April 2021

c) **To approve** GPC Fixed Asset Register

Proposed: SJ

Seconded: AA

Abstentions: None

Against: None

Resolved: To Unanimously to approve GPC Fixed Asset Register

d) **To consider** GPC Internal Audit Report 2020/21

Proposed: AA

Seconded: MG

Abstentions: None

Against:

Resolved: To Unanimously to approve GPC Internal Audit Report 2020/21

e) **To approve** GPC AGAR Forms Financial Year 2020/21

Proposed: AA

Seconded: BD

Abstentions: None

Against: None

Resolved: To Unanimously to approve GPC AGAR Forms Financial Year 2020/21

- f) **To consider** funding for Greenham Peace Women 40th Anniversary Event of not more than £1,000

Proposed: AA

Seconded: BD

Abstentions: None

Against: MG

Resolved: To approve funding for Greenham Peace Women 40th Anniversary Event of not more than £1,000, based on receiving a further report that shows how a balanced view of Women's Peace Movement in that period, has been achieved by the event

BD – Supports this donation

SJ – Would like the organisation to report back regarding the project

AA – Approval based on receiving a report that shows how balance has been achieved by the event

13. Committee and Working Group Membership 2021-22

- a) **To consider** Committee and Working Group membership for the coming Civic Year

Proposed: SJ

Seconded: GP

Abstentions: None

Against: None

Resolved: To Unanimously to approve GPC Committee and Working Group membership for the coming Civic Year

14. Planning and Highways

- a) **To consider** all planning applications received up to the date of the meeting

I	Greenham Driving Test Centre Greenham Business Park Greenham Thatcham West Berkshire RG19 6HX	Change of use from multi-purpose Larger Goods Vehicles (LGVs), Motorcycle Testing Centre to use as a multi-purpose Larger Goods Vehicles (LGVs), Motorcycle Testing Centre and Car Licence Testing Centre, removal of existing arrester beds and provision of 8 additional car parking spaces	21/00820/FUL AA – Has contacted WBDC as the information is incorrect. Asked for a deferral BD – Can't comment as he is a Director of Greenham Trust
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- b) To Consider** the installation of bus shelters in the Sandford Development
BD – Is against the adoption of bus shelters on this development
AA – Highlighted that a management company is proposed to manage this development so is not in favour of this motion

Proposed: BD

Seconded: SJ

Abstentions: None

Against: None

Resolved: To Unanimously agree not to maintain the of bus shelters in the Sandford Development

15. Corporate Risk Assessment

- a) To approve** the council's updated corporate Risk Assessment

Proposed: SJ

Seconded: GP

Abstentions: None

Against: None

Resolved: To Unanimously approve GPC's updated corporate Risk Assessment
Clerk to check WBDC format of a risk Assessment

16. Community Engagement

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

Clerk to update the report and distribute to Councillors

MG – Is keen for the Clerk to check how many Greenham Parishioners will benefit from the Good Exchange project for Mental Health awareness

Would like to consider more engagement between the Control tower and Greenham Parish Council

Asked AB for an update on Greenham In Bloom

AB – Confirmed that the Photography competition is now open and AB is happy to be the contact for the competition. Entries will hopefully be judged on the 25th September 2021

AA – Would like some details sent to the Racecourse residents association regarding the Photography competition

AB – Asked AA if he could also talk about Litter picking with the Newbury Racecourse residents

17. GPC Environment

a) To receive an update on the GPC Environment project

AA – Confirmed that three suppliers have visited the Control Tower and will be providing quotations for installing Green Energy systems at the Control Tower. The Clerk is awaiting Quotes but will chase up next week for inclusion in the July meeting

Electric Vehicle Charging Points – No extra work has been carried out yet, Clerk to chase for inclusion in the July meeting

18. Control Tower

a) To receive a report from the Greenham Control Tower Chairman

SJ – Provided an update on the Control Tower trading. April was the best month ever for the Control Tower. Full opening hours are planned for after June 21st 2021.

19. Health and Safety

No issues to report

20. Other items for information or for possible inclusion on a future Agenda

AB – Would like to consider the planting of a couple of trees for the next Parish council meeting

BD - Outlined the WBDC plans for planting a tree or shrubs

Meeting closed 8:50pm