



Clerk to the Council
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MINUTES

GREENHAM PARISH COUNCIL MEETING IN ST MARYS CHURCH, GREENHAM WEDNESDAY 14th JUNE 2023 AT 7.30PM

Present:

Cllr. Steve Jones - Chairman
Cllr. Alison Blackborow
Cllr. Adrian Abbs
Cllr. Ken Neal
Cllr. Billy Drummond

Clerk: Mrs Kim Lloyd

In attendance: 3 members of the public.

The Clerk announced that the meeting is being recorded for minute purposes. The recording will be deleted once the minutes are approved.

1. PUBLIC SESSION

Nothing raised.

2. BERKSHIRE, BUCKINGHAMSHIRE, OXFORDSHIRE WILDLIFE TRUST (BBOWT) REPRESENTATION TO DISCUSS ACCESS CONTROL MEASURES FOR GROUND NESTING BIRDS ON GREENHAM COMMON

Mr Tom Hayward (BBOWT) accompanied by a common warden attended the meeting and answered questions concerning the recent report sent to Parish Council regarding the closed off zones on the common. The warden said it is about educating people on why some areas are closed to the public. He felt he had received overall a positive reaction when talking to walkers, cyclists, dog walkers on the Common.

The Parish Council confirmed that no complaints were raised from parishioners recently regarding the closed off areas, but last year did receive complaints. Cllr. Jones said the BBOWT enforcement does not appear to be as extensive as it was last year.

It was asked if Parish Council could advertise a visitor survey regarding the common. Please see www.tinyurl.com/GreenhamSurvey The Clerk will also add to Greenham PC website.

Park Run was also noted that it is in its planning stages with more volunteers to help with car parking etc.

3. APOLOGIES

Cllrs. Martin Griffith, Pragna Hay, Chris Austin, Phil Barnett, Julian Swift-Hook, Gary Puffett sent their apologies.

4. DECLARATION OF INTEREST, STATEMENT OF POSITION AND DISPENSATIONS

Cllr. Drummond is Vice Chairman of West Berkshire Council (WBC), a member of Newbury Town Council (NTC), a Foundation Governor of St Barts School, a member of the Greenham Crookham Common Commission (GCCC) a member of Greenham Common Trust (GCT), Director of Greenham Business Park and a member of the Fire Authority.

Cllr. Abbs is Chairman of Western Area Planning, Executive Portfolio for Environment at WBC and Chairman of the Greenham Common Planning Committee.

Cllr. Neal is Chairman on the WBC Green Exchange, Vice-Chair to GCCC, a member of GCCC with 5 rights to the Common.

Cllr. Jones is a Trustee of the Greenham Control Tower.

Cllr. Blackborow is a member of the Greenham Greener Group (GGG)

5. PLANNING – TO CONSIDER THE PLANNING APPLICATIONS, AS SHOWN IN APPENDIX 1.

The Parish Council resolved to no objections on planning applications shown in appendix 1 apart from;

- **23/04105 Land South of Abbotwood.**

Parish Council agreed to object on the grounds that this is a traveller site that adjoins an area where pedestrians have recently been asked to stop walking. The proximity of the planning application brings urbanisation to what would otherwise be countryside.

Domestic animals would also be brought into proximity of wildlife for which this area (it is < 150m from the development to the pond and copse). The development is also outside the development boundary.

All Councillors agreed to the planning applications decisions.

6. MINUTES APPROVAL

a) To approve the Minutes of the meeting held on 10TH May 2023

Cllrs. Drummond proposed, and Blackborow seconded, all agreed that the minutes were a true representation of the meeting.

b) To approve the Minutes from the 12th April 2023 Annual Parish Meeting

Cllrs. Jones proposed, and Blackborow seconded, all agreed that the minutes were a true representation of the meeting.

7. FINANCE

a) To approve the Schedule of Payments for June 2023 as shown in Appendix 2.

Cllr. Blackborow proposed and Cllr. Drummond seconded, all in favour apart from one abstained, as hadn't reviewed the payments.

b) To approve the Bank Reconciliation Statement for 1st May 2023

Cllr. Drummond proposed, and Cllr. Jones seconded, all in favour apart from one ~~abstained~~ abstention.

c) To note, that the Parish Insurance renewed with Zurich for the forthcoming year from 01/06/2023. The Clerk had strived for three quotes, Gallagher was double the cost to Zurich and BHIB would not insure due to the fuel tank located at Greenham Control Tower.

d) To consider a grant request for Greener Greenham Group (GGG)

Cllr. Blackborow proposed £500 grant towards trees, bulbs, maintenance and to purchase gardening tools. Cllr. Drummond proposed, Cllr. Jones seconded, all in favour. **ACTION: Clerk**

8 AGAR (Annual Governance Accounting Return)

- 1) To approve Section 1 of the AGAR
Cllr. Jones proposed to sign section 1, with Cllr. Neal seconded, all in favour.
- 2) To approve Section 2 of the AGAR
Cllr. Jones proposed to sign section 2, with Cllr. Drummond seconded, all in favour.

9. ANNUAL INTERNAL AUDIT REPORT

The Clerk reported that the internal audit was satisfactory. The Clerk did note that the auditor mentioned that it was a large grant to Citizen Advice Bureau, which could need re-consideration when setting the budget in November.

The Clerk was asked to speak to an officer in Democratic and Electoral Services for advice.

ACTION: Clerk

10. CLERKS NEW MOBILE PHONE

Cllr. Abbs passed the Clerk the new Parish Council contact mobile phone. A new Parish Council number will be advertised in due course.

ACTION: Clerk

11. TO APPROVE GPC RISK ASSESSMENT (RA)

Cllr. Jones proposed that Parish Council adopt the RA for the forthcoming year, and if Cllr. Puffett (not in attendance) who is an expert on RA, had any amendments, to ask the Clerk to add to the next agenda. Cllr. Abbs seconded, all in favour.

12 STREET FURNITURE CLEANING AND MAINTENANCE

Externiture which are paid to clean the bus shelters, defibrillators, noticeboards and benches every six months said they would not provide an ad-hoc service. Tactical Facilities Management said they would clean street furniture when requested, (when graffiti is found). The Clerk said that street furniture should be inspected at least annually and recommended that quotes are sourced. With the possibility of another company to clean when required perhaps on an ad-hoc basis. There was a discussion regarding the Tesco Bus Shelter ownership? It is listed on the GPC Asset Register but Cllr. Drummond felt that WBC might have taken ownership of it, Cllr. Drummond will talk to WBC to confirm.

It was agreed to use the Clerks emergency fund to pay TFM to remove the graffiti recently reported to GPC.

ACTION: Clerk/Cllr. Drummond

13 HOT AIR BALLOON LAUNCH FIELD (AA)

The Parish Council considered a parishioner's request to use the Diamond Field for an Air Balloon launch site. It was resolved that WBC should be contacted about this matter as they manage the land.

The standing orders were suspended for a member of the public to speak who thought it might not be the most appropriate place to launch, due to traffic issues, children playing in the area and dog walkers etc. Council agreed to re-instate the standing orders. The Council agreed for the Clerk to reply to the parishioner asking him to talk to WBC. Also, to mention that If permission were granted, to inform the Parish Council so GPC can be aware and provide guidance where needed.

ACTION: Clerk

14 ELECTRIC FAST CAR CHARGERS (AA)

Cllr. Abbs reported that WBC are looking for community sites and proposed that Parish Council look at this again as when it was investigated previously the infrastructure cost was too much. WBC initiative for Fast Charges in the Parish could mean WBC funding the separate connection.

15 TO CONSIDER NEW PIECES OF ACCESSIBLE PLAY EQUIPMENT (BD)

Cllr. Drummond said this is still ongoing with WBC and will add this to the agenda when WBC has actioned.

16 DIAMOND FIELD NEW BUILDING PROJECT / TERMS OF REFERENCE

The Parish Council agreed to the Terms of Reference that the Clerk had circulated incorporating the amendments from Cllr. Swift-Hook and the member of the group Mrs Sally-Ann Jay via email. Cllr. Jones proposed, with Cllr. Abbs seconded, and all in favour. The first meeting date will be arranged in the next few days. **ACTION: Clerk**

17 DIAMOND FIELD PORTACABIN REPAIRS

It was reported that WBC are carrying out the repairs.

18 NEWBURY RACECOURSE – CHRISTMAS CARNIVAL

In the recent data from the racecourse regarding the complaints of the sound levels during the Carnival. Cllr. Jones said in the report it read that the sound levels were only checked twice, when Cllr. Jones was told in their meeting with the racecourse committee that the sound levels were continually monitored. This item was agreed to be deferred for more discussion at a later time.

19 BEATING OF THE BOUNDS UPDATE (KN)

Cllr. Neal is still working on setting a date, possibly in September.

20 ANNUAL GREENHAM IN BLOOM PHOTOGRAPHIC COMPETITION (AB)

Cllr. Blackborow proposed to Council that Parish Council run another competition this year. Cllr. Abbs suggested that Parish Council donate a grant and let Greener Greenham Group organise the event. After a full discussion, it was decided for Parish Council to take responsibility of the event. **ACTION: Clerk/Cllr. Blackborow**

21 GREENHAM AND CROOKHAM COMMON COMMISSION (GCCC) – GRAZIERS / BBOWT

Cllr. Neal ~~said~~ (in Cllr. Austin's absence who ~~had originally~~ asked for this to be an agenda item) reported that some parishioners have rights to graze cattle on the common and BBOWT is considering restricting their rights. The Parish Council was asked if they could support the parishioners with this. Parish Council felt they did not know enough about the rights in The Common Act and this would need investigating further before discussing. Cllr. Jones asked if Parish Council could obtain a copy of The Commons Act. Parish Council agreed to suspend standing orders for a member of the public to speak, who said a report should be circulated from the Parish Council representative for GCCC for Councillors to keep informed. The Clerk will circulate past minutes for information. This item is deferred until Parish Council can obtain more information. **ACTION: Clerk**

22 2024 ANNUAL PARISH MEETING (the Assembly)

The Clerk had proposed that Council hold their 2024 Assembly at Greenham Control Tower and invite parish groups to give presentations about their local organisation. Assemblies must be held between 1st March and 1st June. It was thought that later May would be better to hold the event. This would be advertised through website, Facebook, and leaflets etc. The standing orders were suspended for a member of the public to speak who noted that the Parish Council need to use social media more to cascade information. **ACTION: Clerk**

23 CHAIRMAN REPORT

Nothing further to note.

24 CLERK REPORT

- There was confusion over the dog waste collection. Tactical Facilities Management Ltd (TFM) had informed the Clerk that they are emptying dog waste that WBC should be emptying bins more frequently ~~than expected that WBC should be emptying~~. TFM informed the Clerk that they were employed as a backup service to WBC waste service. The Clerk proposed to move to TFM. The Clerk will investigate further costs etc with WBC and TFM and report back. **ACTION: Clerk**
- **21/05 Email** from Greener Greenham Group, that the area around the base of the seven trees along Pigeons Farm Road and the three on Stroud Green has been weeded and mulched. Small spurs low down on the trunks were removed too.
- The defib on the portacabin (Diamond Field) needs new pads, the Clerk will investigate ordering a replacement. **ACTION: Clerk**
- **07/06 Email** from WBC, Transport Services Team, regarding the Tesco bus shelter asking GPC to remove the graffiti. See Agenda item 12.

25 COUNCILLORS REPORTS

- Cllr. Abbs reported that a canopy of foliage was encroaching over the solar light in St Mary's Church car park. The Clerk will speak with the Church members. **ACTION: Clerk**
- Cllr. Abbs raised the thoughts when investigating the cost of net zero buildings, for the Diamond Field building to ensure that the costs are considered as sometimes a net zero build can be costly, he asked council to keep an open mind on options.
- Cllr. Drummond reported that Travellers were asked to ~~vacant~~ vacate private land in the parish, with no help from the police and felt that funding given to the police is unjustified. Not even the community police officer is known to Greenham. The Clerk will investigate community police contacts. **ACTION: Clerk**
- Cllr. Blackborow raised thoughts to Parish Council on how to support projects to make Greenham more environmentally friendly. Cllr. Abbs spoke about the WBC Green Energy initiative, the community switch.

26 CO-OPTION OF NEW MEMBERS TO COUNCIL

Three seats remained on the Racecourse Ward and one on the Common Ward. After a full Council discussion, the standing orders were suspended and two of the new potential candidates in attendance spoke about what they could offer to Council.

Cllr. Jones proposed, and Cllr. Neal seconded, one other member was also in favour, with two abstaining, the three members were co-opted.

Two new members, Martin Sanderson and Michael Wakelyn were co-opted on to the Racecourse Ward, with only one seat now remaining. Mrs Sally-Ann Jay was co-opted on the Common ward, who had already been a previous Councillor before the election, the Common ward was now full. **ACTION: Clerk**

27 HEALTH AND SAFETY

Nothing raised.

28 MATTERS FOR FUTURE CONSIDERATION, (from items; 1, 23 and 24)

Dog waste service

APPENDIX 1

Planning Applications to considered.

| Reference | Type | Location | Description | Observations |
|--------------------------|--------|--|--|---------------|
| 23/01261 | Ful | St Gabriels School Sandleford Priory Newtown Road Newbury RG20 9BD | Single storey extension to existing reception class building | No Objections |
| 23/01100 | RESMAJ | History 3 Newbury Racecourse Racecourse Road Newbury | Application for Approval of Reserved Matters following Outline Approval 09/00971/OUTMAJ - Redevelopment of Newbury Racecourse to provide new and enhanced leisure, racing, administrative, and visitors facilities; new hotel and hostel; replacement children's nursery; the permanent retention of the Mill Reef Stand; replacement maintenance buildings, yard and workshops; replacement golf club house and apartment, floodlit driving range and remodelling of the golf course; up to 1,500 dwellings; local centre; combined heat and power district heating system; new and improved accesses; parking for visitors, staff and residents; open space and landscaping, signage, service infrastructure, and associated uses (minor changes to application 08/02201/OUTMAJ). Matters to be considered: Appearance, Landscaping, Layout and scale. | No Objections |
| 23/01178 | OOD | Out Of District Planning Consultation Basingstoke and Deane Borough Council Land Adjacent To Knightsbridge Lodge Newbury Road Headley, | Out Of District Planning Consultation BDBC: Re: 23/01174/FUL - Erection of 6 no. dwellings | No Objections |

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|--------------------------|-------|---|---|---------------------------------|
| | | Hampshire | | |
| 23/01045 | Ful | Land South Of Abbottwood Newtown Road Newtown Newbury | Retrospective: Change of use of land to a Gypsy/Traveller site comprising the siting of 1 mobile home, 1 touring caravan, the erection of 1 dayroom, (Proposed) alongside the retrospective erection of 1 stables building for private equestrian use | Object, see item 5 for comments |
| 23/01091 | REG4 | The Willows Primary School Pyle Hill Newbury RG14 7SJ | Gazebo Outdoor learning area | No Objections |
| 23/00868 | House | 15 Greenacre Place, Newbury, RG14 7G | Single storey rear extension with rooflight | No Objections |

APPENDIX 2

Schedule of Bank Payments

14th June 2023

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

| Inv Date | Inv No / Trans Ref | Payee | Amount | |
|------------|--|------------------------------------|----------|--|
| 07.06.2023 | 4576 - Mobile & Sim including monthly charge for Jun | TEEC Ltd | £ 264.00 | |
| 07.06.2023 | SI-634 -May | Tactical Facilities Management Ltd | £ 418.20 | |
| 31.05.2023 | A8105 - Internal Audit | Auditing Solutions | £ 576.00 | |
| 22.05.2023 | 71 - March /April /May 2023 Room Rent | Greenham Control Tower | £ 900.00 | |
| 22.05.2023 | 1978 -Payroll - May | SME Accounting Services | £ 12.00 | |

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

| Trans Date | Trans Ref | Payee | Amount | Trans Type |
|--|------------------------|------------|---------------|------------|
| 23.05.2023 | M049 OA | BT | 50.45 | DD |
| 17.05.2023 | Account for March 2023 | SSE | 18.48 | DD |
| May | Monthly Banking Fee | Metro Bank | 20.00 | DD |
| Sub-total GPC Current Account Bank Payments | | | £88.93 | |

**West Berkshire Council Planning Application Decisions
and Planning Inspectorate Appeal Decisions**

| Reference | Type | Location | Description | Decision |
|-----------|------|--|--|----------|
| 22/02201 | FULD | Lincoln House, Newtown Road, Newbury, RG14 7HA | Demolish Existing Dwelling and Erect Replacement Dwelling | Granted |
| 23/00806 | FUL | St Gabriels School Sandford Priory Newtown Road Newbury RG20 9BD | Temporary classrooms to be installed for the period 1 August 2023 to 31 August 2025 and associated septic tank and drainage infrastructure works. | Granted |

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