



Clerk to the Council
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**MINUTES from Greenham Parish Council Meeting in St Marys Church Hall, New Road,
Greenham RG19 8RZ on 13 November 2024**

Councillors Present:

Cllr. Julian Swift-Hook

Cllr. Gary Puffett

Cllr. Ken Neal

Cllr. Michael Wakelyn-Green

Cllr. Martin Sanderson

Clerk: Mrs Kim Lloyd

Public: 0

1 HEALTH AND SAFETY OF MEETING LOCATION (GP)

The fire door padlock was checked and noted.

2 APOLOGIES FOR ABSENCE

Cllrs. Steve Jones, Billy Drummond, Phil Barnett, Alison Blackborow, Kim Harrison, Pragna Hay, Sally-Ann Jay, Chris Austin, Adrian Abbs sent their apologies.

3 DECLARATIONS OF INTEREST ON AGENDA ITEMS

No declaration of interests raised apart from an interest in item 9 budget and precept setting being residents of the Parish.

4 PUBLIC PARTICIPATION

None present.

5 PLANNING SCHEDULE

5.1 To consider the following new planning application:

- [24/02029/FULMAJ](#) Newbury College, Monks Lane, Newbury, RG14 7TD
Section 73: Variation of Condition (10) Travel Plan and (20) Vehicle Parking and Turning of previously approved application 20/02779/COMIND: Section 73 variation of conditions 2 (plans), 3 (boundary treatments), 4 (hardscaping), 6 (BREEAM), 7 (external lighting), 9 (noise from services), 11 (sport England), 12 (travel plan), 13 (cycle and scooter parking), 17 (landscaping) and 24 (E V charging points) of approved 17/03434/COMIND - Construction of a new 1 FE single-storey primary school south of the existing Newbury College, with associated soft and hard landscaping. Construction of a temporary access to the school from the Newbury College site and a permanent access from the A339 to serve the allocated strategic housing site and form the permanent access to the school. Construction of bunds adjacent to the temporary and permanent access roads to prevent access from the roads to private land.
Resolved: No objections, proposed Cllr. Neal and seconded by Cllr. Puffett, all in favour.
- [24/02154/HOUSE](#) Lincoln House Newtown Road Newbury RG14 7HA. Replacement front boundary fence & entrance gates
Resolved: No objections, proposed Cllr. Neal and seconded by Cllr. Sanderson, all in favour
- [24/02055/FUL](#) 273 Greenham Business Park Greenham Thatcham RG19 6HN. Alterations to internal toilet facilities and addition of condensing units to outside space and grill to external wall
Resolved: No objections, proposed Cllr. Neal and seconded by Cllr. Puffett, all in favour

5.2 Decision notices from West Berkshire Council (WBC)

- [24/01473/ADV](#) - Jones Drive, Greenham Business Park, Greenham. New exterior company signage / branding. **WBC grants permission**
- APP/W0340/W/23/3334321- [Planning App Ref 21/00636/OUTMAJ](#) - Premier Inn, RG14 7HL. Outline planning application for up to 9 no. dwellings and all associated works. Matters to be considered Access, Layout and Landscaping/ **The Appeal was dismissed.**
- [24/01357/HOUSE](#) - 9 Kersten Close, Newbury, RG14 7WF. Conversion of loft space into bedroom. Construction of dormers to front roof section and siting of rooflights to rear roof section. Loss of bedroom on first floor level (extended landing area created). **WBC grants permission**
- [24/02059/LDOCON](#) -Land Between Buckner-Croke Way and, Main Street, Greenham Business Park Greenham. Application for approval of details reserved by condition 11 (SuDs) of approved 24/01279/LDO - Application under Local Development Order for extension of Main Street to the Warehouse Road/Bucknor-Croke Way roundabout, the resurfacing and upgrading of the existing carriageway and footway/cycleway, improvements to existing junctions, as well as associated infrastructure and landscaping. **WBC Approves the details submitted in relation to the condition(s) specified in Part I of this notice.**

6 MINUTES

The Minutes of the Parish Council meeting held on 9 October 2024 were approved. Proposed Cllr. Puffett and seconded Cllr. Swift-Hook, all in favour.

6.1 Matters Arisen from previous minutes

- The deadline to buy a **Tommy Memorial Statue** was not met to receive delivery in time for this year's remembrance. The Parochial Church Council (PCC) are meeting late November and will let the Clerk know if they will accept an offer of a statue. The Clerk will purchase two

(one for the Control Tower) once PCC confirm. They will then be ready to be erected for 2025 remembrance.

- **Home Working Risk Assessment** the Clerk is working on a policy for home working.
- The Clerk is meeting with Mr Toby Miles-Mallowan, Chief Executive Officer (CEO) at **Newbury Town Council**, (NTC) regarding Sandleford Working Joint Group. If there are any other items Councillors would like the Clerk to discuss with CEO at NTC, please let the Clerk know asap.

7 FINANCE

7.1

- i The November payments were approved to pay. As shown in Appendix 1. Cllr. Neal proposed and Cllr. Puffett seconded, with all in favour.
- ii the bank reconciliation to 1st October 2024 was proposed by Cllr. Sanderson and Cllr. Wakelyn-Green seconded, with all in favour.

7.2

TOWER HISTORY DISPLAY BOARD

This item was deferred to the December meeting when Cllr. Jones will be present.

7.3

RACECOURSE RESIDENTS ASSOCIATION (RRA)

A proposal was received from Cllr. Abbs, (RRA Chairman) to consider funding of £5k towards the RRA objectives.

The Councillors present were supportive in the long-term goals listed on the proposal but had further questions.

- The Councillors present were supportive to donate towards the proposal of Defibrillators installed at the Racecourse, but unsure of their situ on land that the Parish Council does not own.
Who would be responsible for the Defibrillators, Parish Council or RRA and the maintenance plan, and who would carry out the monthly checks?
- The initiative to support investigation work to three play areas was questioned because Parish Council do not own the playgrounds. *This responsibility should be with the land owner?*
- To support investigation work to support EV - *where would these go? This was felt that it should be more of a developer request?*

The Councillors present resolved that they are supportive to help the racecourse residents with amenity funding to help raise the profile of RRA and engage locals. It would also be good to have members of RRA apart of the GPC Community Engagement Group to work together on objectives and share local knowledge. It was agreed that Parish Council should not fund it entirely. Cllr. Wakelyn-Green proposed, seconded by Cllr. Sanderson that initially funds should be put aside towards marketing to encourage more members to join the Racecourse Residents Association. This will make the Association more robust to support funding proposals to land owners. No amount of funding was proposed at this time.

8 DIAMOND BUILD

Following advice from Greenham Trust Estate Manager, more detailed plans are needed to gauge a true cost for such a build. It was agreed for the Clerk to continue to obtain three quotes from quantity surveyors/architects for detailed plans of the new build that could be sent out to tender. These plans than could be shared with West Berkshire Council (WBC) to further support Parish Councils funding request when known by WBC in February. Cllr. Puffett proposed and Cllr. Swift-Hook seconded, with all in favour.

9 BUDGET 2025/26

Version 1 of Draft Budget for 2025-26 was prepared by the Clerk and circulated. Initial thoughts of the draft budget were that Parish Council need to request around the same Parish Council part council tax contribution from previous years, by not increasing the precept too much, or decreasing as Parish Councils are under more pressure from District Council to pay for extra delivery services. The budget will be an agenda item in December's meeting and then ratified in January when the tax base figure is known, that provides the Parish Council tax contribution amount. If Councillors would like to make 2025-26 proposals of expenditure, please send a report to the Clerk. The Clerk will investigate the capital Public Works Loans rates and penalties for further consideration (and an additional query of how much a £800k loan would cost in interest regarding the Diamond Build) Cllr. Swift-Hook proposed and Cllr. Puffett seconded, all agreed.

10 COMMUNITY ENGAGEMENT (CE)

The Draft Mins of 21/10 were received. Guest speaker, Susan Millington attended to speak about the Newbury Nature Corridor which links various green spaces to create a corridor for wildlife in Newbury. Three nature trails in the parish were identified. It was agreed to create a working group who will come up with a plan and will propose their ideas to Parish Council for funding. Cllrs. Blackborow, Neal, Wakelyn-Green and Harrison had already spoke to Sovereign Housing about the initiative who appeared keen to help join forces with Parish Council to help redefine the area and with part funding. The next CE meeting will be held by Zoom on Monday 3rd December.

11 CLERK CORRESPONDENCE

- 4 x New Noticeboards are now in the Storage lockup. Thoughts to their locations will need to be confirmed in due course, initial ideas were,
 - GCT
 - adjacent to Montague Play area
 - Newbury Racecourse

It was agreed for the Clerk to give this more thought to their locations and obtain quotes.

- Diary date: 22/11 Clerk meeting with internal auditor for 2024/25 interim audit at her home.
- Greenham Crookham Commission Common Meeting 15 October, Pending Draft Mins to be circulated to GPC for information only
- Cllr. Neal said he would attend the Western Area Planning Committee Meeting to speak of Parish Councils objection on Western Area Planning Committee (WAPC) Agenda Item 23/02643/OUTMAJ Premier Inn, Pinchington Lane, Newbury.

12 CHAIRMAN REPORT

Nothing received (for information only)

13 DISTRICT COUNCILLORS REPORT

Nothing received and no District Councillors present (for information only)

14 PARISH COUNCILLORS' REPORTS

- **Beating of the Bounds**, Cllr. Neal reported that 12 people attended and enjoyed the event, along with the refreshments afterwards.
- **District Parish Conference**, 29 October, Cllr. Wakelyn-Green and Cllr. Barnett attended. Cllr. Wakelyn-Green reported that WBC consultation is asking parish/town councils to take over some of the district councils extra delivery services. I.e. Dog waste, Bus Shelters, Street Lighting. Library services etc.
- Cllr. Wakelyn-Green reported on the funding issues towards the Safer Streets initiative who only have funding until March 2025. He had asked for data on how many Greenham children are using the Berkshire Youth Services which couldn't be provided at this time to consider Parish Council funding. It was also noted that Friday was the worse time when anti-social behaviour happened at the Nightingales, when the Community Youth Club is closed. Cllr. Wakelyn-Green will speak to the Youth Club team to find out if they can support a Friday opening to help support activities for children, to try and prevent anti-social behaviour.
- Cllr. Sanderson provided a report on the recent Racecourse Residents Association Meeting. The CEO of the Racecourse attended and questions were asked about the lack of amenities on the racecourse. Cllr. Wakelyn-Green also attended and asked the CEO about local amenities and future tentative plans to have the lodge as a hub for the community, but it was reported that no plans were in place at this time. They did however appear to be more engaged with the residents than before.
- Cllr. Sanderson said he would forward the bus shelter details to the Clerk asap as actioned in previous meeting to investigate and support a future proposal of Parish Council taking over the shelter's ownerships maintenance.

15 CO-OPTION OF NEW MEMBER/S

No candidates were present to be considered.

16 FUTURE AGENDA ITEMS

- Greenham S137 Grant Policy and the process through the Good Exchange (Clerk reviewing)
- To approve Risk Management Policy for 2024-2025 (GP to review and advise)
- Parish Newsletter (begin when new Parish website live)
- Newbury Racecourse Bus Shelter funding (awaiting answer from WBC on unnamed road adoption / funding and information from Cllr. Sanderson)
- Parish Noticeboards Locations (Council to give thoughts to their locations)

17 DATE OF THE NEXT PARISH COUNCIL MEETING

11 December 2024 @ 7.30pm, St Marys Church Hall

Meeting closed at 21:17

APPENDIX 1

November Payments Approved

01/04/07/09 - 2024	Travel expenses to BALC from Jan to Sept 2024	Phil Barnett	111.60
23.10.2024	Poppy Wreath x 4	Royal British Legion	75.00
16.10.2024	131024/Refreshments for 12 people Beating of the Bounds	Greenham Control Tower	102.00
22.10.2024	17410/Storage	Newbury Storage	51.50
23.11.2024	2447/Tactical Facilities Management Ltd	Dog Waste Collection	224.40
31.10.2024	Clerk Salary Ocotber	Kim Lloyd	
25.10.2024	Payroll, 2263	SME Accounting Services	12.00
31.10.2024	Clerk Pension October	Berkshire Pension	804.87
31.10.2024	Employee/er Tax /Ni Contributions	HMRC	846.63
28.10.2024	PWLB Lending Facility	Tower Loan	2,484.99
17.10.2024	Bus Shelter Electriciy, IV01769223	SSE	151.51
16.09.2024	External Audit, SB20242119	PKF Littlejohn LLP	504.00
Receipts for July 2024 Meeting			
07.10.2024	WBDC	2nd Installment of Precept	51,887.00
31.10.2024	Newbury Building Society	Annual Interest	3,065.49