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|  | **Clerk to the Council**  *Greenham Control Tower,*  *Bury’s Bank Road, Thatcham*  *Berkshire, RG19 8BZ*  [clerk@greenham.gov.uk](mailto:clerk@greenham.gov.uk)  [www.greenham.gov.uk](http://www.greenham.gov.uk)  07435 070014 |

**MINUTES from Greenham Parish Council Meeting in St Marys Church Hall, New Road, Greenham RG19 8RZ on 11th September 2024**

**Councillors Present:**

Cllr. Julian Swift-Hook

Cllr. Martin Sanderson

Cllr. Michael Wakelyn-Green

Cllr. Alison Blackborow

Cllr. Pragna Hay

Cllr. Kim Harrison

**Clerk**: Mrs Kim Lloyd

**Public:**  None

The meeting was recorded for the sole purpose of producing the minutes of this meeting. The recording will be deleted once the minutes have been agreed.

Cllr. Julian Swift-Hook chaired this meeting in the absence of the Chairman.

1. **HEALTH AND SAFETY OF MEETING LOCATION (GP)**

The padlock on the door was opened and checked.

1. **APOLOGIES FOR ABSENCE**

Cllrs. Steve Jones, Billy Drummond, Phil Barnett, Gary Puffett, Chris Austin, Sally-Ann Jay had sent apologies.

1. **DECLARATIONS OF INTEREST ON AGENDA ITEMS**

Cllr. Swift-Hook raised a declaration of interest on [24/01477/HOUSE](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SGIABMRD0S100&prevPage=inTray) 8 Epsom Crescent, Newbury, RG14 7TR, Single Storey Side Extension.

1. **PUBLIC PARTICIPATION**

None raised.

1. **PLANNING SCHEDULE**

5.1 To consider the following new planning applications:

* **[24/01464/FULMAJ](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SGI5VORD0OX00&prevPage=inTray)** Unit 1 Sterling Industrial Estate, Kings Road - RG14 5RQ. The development seeks to demolish an existing building that is comprised of a garage and office spaces with hardstanding for parking. The existing development is to be replaced with a 6 storey, 25 apartment block with associated parking and bike storage facilities. The apartment block will consist of 14no. 1 bed 2 person apartments and 11no. 2 bed 4 person apartments, totalling 25no. apartments.

The Parish Council noted the 17 public objections submitted to West Berkshire Council (WBC) and ask WBC to consider these comments. The Parish Council asks that WBC ensure that there is sufficient parking for this proposed development.

Proposed Cllr. Swift-Hook and seconded by Cllr. Pragna Hay, all in favour.

* [24/01473/ADV](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SGI8TKRD0S100&prevPage=inTray) 1 Jones Drive, Greenham Business Park, Greenham, Thatcham RG19 6AE

New exterior company signage / branding

The Parish Council resolved to no objections

* [24/01627/HOUSE](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SHJ52LRD0S100&prevPage=inTray) & [24/01628/LBC](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SHJ5C1RD0S100&prevPage=inTray) Hallbarn House, Pigeons Farm, Burys Bank Road, Greenham Thatcham RG19 8SP. Installation of an in-set Solar PV Array. To be placed on the roof of an out-building within the grounds of a listed building.

The Parish Council resolved to no objections

* [24/01813/OOD](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SJ6I74RD0S100&prevPage=inTray)Out of District Planning Consultation, Basingstoke and Deane Borough Council Land To The South Of Threeways, Harts Lane, Newtown, Hampshire, RG20 9AP

Out of District Planning Consultation BDBC: Ref 24/00290/FUL - Erection of a detached dwelling, together with access, parking, landscaping and other associated works and infrastructure.

The Parish Council resolved to no objections

* [**24/01257/FUL**](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SFBUA7RD0S100)Unit 2, Newbury Retail Park, Pinchington Lane, Newbury, RG14 7HU

Proposed works to front elevation

The Parish Council resolved to no objections

* [24/01440/MDOPO](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SGEHYVRD09N00) Land On North Side Of, Pyle Hill, Newbury, Application to discharge planning obligation (The Mortgagee Exclusion Clause (MEC) in paragraph k of the second Schedule) of planning permission 17/00223/FULEXT - Erection of 71 dwellings with provision of internal access roads and associated car parking, pedestrian access and landscaping.

The Parish Council resolved to no objections

* [24/01357/HOUSE](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SFXT6BRD0S100) 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).

The Parish Council resolved to no objections

* [24/01477/HOUSE](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SGIABMRD0S100&prevPage=inTray) 8 Epsom Crescent, Newbury, RG14 7TR, Single Storey Side Extension

The Parish Council resolved to no objections

* [24/01061/HOUSE](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SDZKLLRD0PL00&prevPage=inTray) Lime Tree Cottage, Burys Bank Road, Greenham, Thatcham RG19 8SP Single storey front extension to connect front outhouse to front porch

The Parish Council resolved to no objections

* [24/01366/FUL](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SFY4KORD0S100&prevPage=inTray) 4 Communications Road Greenham Business Park Thatcham RG19 6AB. Installation of an external generator.

This had already been determined and approved by WBC.

The planning applications resolved to no objections were proposed by Cllr. Swift-Hook and Cllr. Blackborow seconded, with all in favour.

5.2 Decision notices from West Berkshire Council (WBC)

* [24/01139/ADV](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SEVAIDRD0S100) Unit 2, Newbury Retail Park, Pinchington Lane, Newbury, RG14 7HU

Powdercoated aluminium tray signs. Granted

* [24/01203/HOUSE](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SF2FE0RD0S100&prevPage=inTray) 15 Lamtarra Way, Newbury, RG14 7WB. Proposed Garage Conversion works. Granted
* [24/01425/LDOCON](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SGCMCGRD09N00) Total Solutions (Southern), 4 Communications Road, Greenham Business Park, Thatcham RG19 6AB. Application for Approval of Details Reserved by Conditions 1 (Design guidance), 8 (Contaminated Land), 11 (Sustainable surface water drainage) and 16 (Travel Plan) of permission 24/01034/LDO - Application under Local Development Order for Change of use from B1a (Office) to mixed B1a (Office) / B1b (Research & Development) at 4 Communications Road. Granted
* [**24/00585/HOUSE**](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SAR19ZRD0S100)6 Epsom Crescent, Newbury, RG14 7TR, Proposed conversion of garage, extension of porch and replacement of flat roof with new

pitched roof. Granted.

* [**24/01279/LDO**](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SFFJRHRD09N00)Land Between Buckner-Croke Way and, Main Street, Greenham Business Park, Greenham Thatcham. 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. Planning permission not required.
* [24/00580/HOUSE](https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SAQWICRD0HE00) Shaldon, Sandleford Farm, Newtown Road, Newbury RG20 9BB. Erection of canopy porch within permitted development dimensions. Granted.

1. **MINUTES**

The Minutes of the Parish Council meeting held on 10th July 2024 were resolved to approve as a true representation of the meeting. Cllr. Swift-Hook proposed and Cllr. Sanderson seconded, with all in favour.

1. **FINANCE**

7.1 The Payments as shown in Appendix 1 and Bank Reconciliation to 1st August 2024 was approved, both proposed by Cllr. Swift-Hook, the payments were seconded by Cllr. Hay, and the Bank Reconciliation was seconded by Cllr. Blackborow, with all in favour on both.

7.2 **Grant Requests**

The Parish Council received two funding requests from The Corn Exchange.

The Corn Exchange ensured that any beneficiaries of Council funding would be to local Parish residents. The Parish Council resolved to £125.00 being 10% of each project. This grant will be match funded from Greenham Trust parish council agreement allocation of £8,000. Cllr. Swift-Hook proposed and Cllr. Harrison seconded, with all in favour. The details of the two grants are:

* [Panto Pay It Forward](https://app.thegoodexchange.com/project/20607/the-corn-exchange-newbury-trust/panto-pay-it-forward)
* [Singing for Recovery](https://app.thegoodexchange.com/project/20613/the-corn-exchange-newbury-trust/singing-for-recovery)

7.3 A Thank you Email from the Youth Community Centre for the recent Parish Council donation was received.

1. **PARISH WEBSITE**

Cllr. Sanderson presented the new draft Parish website to Council. Cllr. Sanderson will email the link to Council to review further. The Parish Council were satisfied with what they could see from the presentation. The timescale to complete the website is from 2-3 months.

Cllr. Sanderson will seek further approval when it is ready to go live and circulate a report on the website hosting and email accounts costings once he has sourced the best option.

1. **DIAMOND BUILD**

The Parish Council had received an email from Mr Jon WinstanleyService Director - Environment  at West Berkshire Council on 13/08. WBC are putting a bid in for funding towards the new build, but will not know if this will be awarded until February 2025.

Considering this, it was agreed for the Clerk to go externally to seek quotes of how much this sort of build could cost and whether the Parish Council can fund it. The Clerk was asked to speak to Chris Bolton and Rupert Holtby who are property professionals at Greenham Trust for their expertise to ask them who they would recommend to use for quotes. It was agreed that it would be good to know how much it would cost Parish Council to build the hall and then the Parish Council could investigate funding and find out if this is achievable instead of waiting until February next year to hear back from WBC.

Cllr. Swift-Hook proposed and Cllr. Sanderson seconded, with all in favour.

1. **GREENHAM COMMON ADDERS’ HABITAT**

It was considered that nothing more could be done that hadn’t already been done regarding a resident alerting the Parish Council to their dog dying from a snake bite when walking their dog on the Common. BBOWT are investigating further signage on the common and had made contact with the resident. See recent [Newbury Weekly News article](https://www.newburytoday.co.uk/news/dog-dies-after-snake-bite-9380773/) for more information. Greenham and Crookham Commons Commission (GCCC) will also discuss this matter during their next meeting on 15/10.

1. **COMMUNITY ENGAGEMENT (CE)**

Minutes were received from the meeting on 21/08

* A vegetable allotment at Greenham Control Tower was proposed in the last CE meeting. Cllr. Neal is leading this initiative. It was thought to use the produce in the Tower café and `how to grow’ workshops could be offered to residents. It was discussed if a working party could be formulated.

Cllr. Blackborow will speak to Cllr. Neal for more details who was not present in the meeting and will contact a volunteer at the Tower who could support to supply some of the materials needed The Parish Council agreed to allocate £1,000 from the Community Engagement budget to be spent at the delegation of the Clerk following the discretion of the outcome of discussions between Cllr. Neal and Cllr. Blackborow.

Cllr. Swift-Hook proposed and Cllr. Sanderson seconded, with all in favour.

* It was also discussed in the CE meeting to perhaps organise a community event in the Spring. More thought is needed on this, on who will organise it? What is being offered and the cost? This will be discussed in more detail in the next Community Engagement Meeting in October.
* Greenham and Crookham’s Commons are hosting there 25th Anniversary on 8th April 2025 there will be a celebration of the opening of the Common. . Talks and tours of the opening of the Common is being planned along with a photographic nature competition which will be promoted from 1st September. Children activities are being looked into for the event. The CE group thought this would be a good opportunity for the Parish Council to be involved to perhaps have a stand at the event to promote engagement.

A branded parish council gazebo was mentioned which could be used for these kinds of events to promote the Parish Council.

1. **CLERK CORRESPONDENCE**

**Racecourse Bus Shelters**

The Parish Council received a complaint regarding a bus shelter in the Newbury racecourse which has a broken glass panel and requires cleaning. The shelter belongs to either WBC / Newbury Racecourse Committee or David Wilson Homes. The ownership is still unclear.

**Action**. Cllr. Sanderson will take pictures of all the Newbury Racecourse bus shelters and map out their exact locations. Once information is passed, the Clerk and Racecourse Cllrs will investigate who owns what. It was spoken about adopting them and adding a sign to show they are managed by the Parish Council to again raise the profile of the parish council.

It was then proposed by Cllr. Sanderson and seconded by Cllr. Wakelyn-Green, with all in favour apart from Cllr. Swift-Hook who abstained, that it will be investigated further of the option for Parish Council to adopt the bus shelters to be able for Parish Council to maintain them.

**Office move.**

The Clerk reported that the office move is ongoing, the Tower team would like to take over the office by the end of September. The Clerk is looking at storage units in Newbury as it has been highlighted that there is no room in the Tower for a locked cabinet. The Parish Council needs a locked cabinet for confidential files. The cost of an external lock up would be deducted from the office rent. The Parish Council registered address is still at the Tower and a meeting room will be available in the office when Parish Council needs one as the meeting room downstairs is not going to be available.

1. **CHAIRMAN REPORT**

Nothing submitted.

1. **DISTRICT COUNCILLORS REPORT**

* Cllr. Wakelyn-Green and Sanderson reported on the recent meeting they had attended at the Racecourse regarding formulating a resident’s association to put pressure on David Wilson Homes to provide facilities for the community. It was said that the residents at the racecourse didn’t feel engaged with the parish council.
* **Note:** If residents would like Parish Council meetings approved minutes emailed to them directly, please contact the Clerk who will add residents email addresses to the current resident’s email distribution list, the Clerk will email minutes to them once approved.

1. **PARISH COUNCILLORS’ REPORTS**

* **Beating of the Bounds** will be on Sunday 13th October 2024 at 3pm at the Greenham and Crookham Commons. Liaisons with Thatcham Town Council Festival is being carried out by Cllr. Neal. Can everyone please promote the event as much as possible.

1. **CO-OPTION OF NEW MEMBER**

This was deferred to the next meeting as the candidate had sent their apologies before the meeting.

1. **FUTURE AGENDA ITEMS**

* Greenham S137 Grant Policy and the process through the Good Exchange (JSH to review policy)
* 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 and funding)
* Parish Noticeboards Locations (All to give thoughts to locations)

1. **DATE OF THE NEXT PARISH COUNCIL MEETING**

**9th October 2024** @ 7.30pm, St Marys Church Hall

