



**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)  
01635 43534

## **Minutes of Greenham Parish Council held at 7.30 pm on 12<sup>th</sup> January 2022 – St Mary's Church**

### **Present:**

Cllr Martin Griffiths (MG)  
Cllr Chris Austin (CA)  
Cllr Gary Puffett (GP)  
Cllr Ken Neal (KN)  
Cllr Steve Jones (SJ)  
Cllr Adrian Abbs (AA)  
Cllr Julian Swift-Hook (JSH)  
Cllr Billy Drummond (BD)  
Cllr Sally-Ann Jay (SAJ)  
Cllr Tony Vickers (TV)

FINAL

### **In attendance:**

Clerk  
Chaired by: Steve Jones

Two members of Crookham Golf Club

Meeting began at: 7:30 pm

---

### **GPC (Greenham Parish Council) Full Council meeting 12<sup>th</sup> January 2022**

#### **98 Public Session**

Steve Myers - Golf Club Director

Nick Vanstone – Golf Club Representative

The golf Club representatives outlined Crookham Golf Club and how it is run as a co-operative, which runs as a not-for-profit organisation.

A planning application will be submitted in January 2022, for a housing development on the grounds of the Golf Club and the Golf Club would like support from the Parish Council for this development.

The proposed development will be for 31 dwellings to be built on the Golf Club land. There is also a planning application for a new Clubhouse, to replace the current Clubhouse. The new clubhouse will be funded from proceeds gained from the housing development.

AA – Highlighted meeting the environmental parameters for this development

Members of the public left the meeting 7:44pm

KN arrived for the meeting at 7:44pm

## **99 Apologies for Absence**

Cllr Phil Barnett (PB)

Cllr Alison Blackborow (AB)

## **100 Declarations of Interest, Statements of Position and Dispensations**

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

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

CA – Greenham and Crookham Common Commissioner, Commoner

KN – Vice Chair GCCC, Commoner, Grazier, Building Design and Environmental Consultant

SJ – Greenham Parish Council representative for Greenham Control Tower

TV - Western Area Planning Committee

## **101 Approval of Minutes**

a. **To approve** minutes of GPC Meeting held on 8<sup>th</sup> December 2021

**Proposed:** SJ

**Seconded:** AA

**Abstentions:** None

**Against:** None

a) **Resolved:** To unanimously approve the Minutes of the Greenham Parish Council Meeting held on 8<sup>th</sup> December 2021

## **102 Chairman's Report**

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

The Chair informed the Councillors that Chris Ferguson has resigned as a Councillor

b)

## **103 Clerk's Report**

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

Clerk outlined new Dog bin installation progress on the Rivar estate, Community Youth project report and Plaques for Cherry trees on Stroud Green, to be added to the February agenda.

## **104 Finance**

a) **To approve** January 2022 GPC payments

**Proposed:** SJ

**Seconded:** SAJ

**Abstentions:** None



<b>EXPENDITURE:</b>	<b>Budget 22/23</b>	<b>Explanatory Notes</b>
Salaries	37,000	Reduced Salary budget to reflect reduction in Greenham Parish Staff. Only one member of staff is now employed. Have allowed for a possible pay increase for the Clerk
Office rent	3,000	No rent increases until at least 2024 as specified in the GPC room rental agreement, which means that the same amount has been allocated for rent as last year's budget
Stationery (New)	1,500	Reduced budget due to reduced spend, linked to reduced staff but an inflationary rise has been incorporated into this figure.
Travel (New)	50	Need contingency for any future travel requirements
Office IT Support/Website Maintenance (New)	600	Website maintenance is covered by TEEC for a yearly fee. This figure is an allowance for any ad-hoc IT support that may be required
Hall Hire for Meetings	300	No increase is predicted for 2020/21. Reduced spend this year still due to Covid. However, face to face meetings have resumed so costs for Hall hire are expected to return to pre Covid levels this year
Audit Fees	1,600	Full Year Audit and Interim audit fees have increased very slightly this year so I have increased the budget slightly to account for this slight increase
Legal/professional fees	500	There haven't been any legal fees but it is prudent to leave an amount in this budget as legal or professional fees can occur at any time
Insurance	1,800	Have secured a cheaper three-year deal with Zurich so the budget will remain the same as last year
Subscriptions	1,700	BALC, SLCC - Allow for potential fee Increase for FY 2022/23

Salt bins	1,750	This budget line has an underspend due to reduced costs to fill salt bins last year, due to a mild winter. Dog bin emptying will now be added to this budget line. There is also an increase to allow for new Dog bins to be emptied at an appx cost of £1750 a year. There could potentially be an addition of 7 new dog bins within the Parish.
Dog bins	2,150	
Bus shelter & VAS electric	250	Slight increase to budget to allow for increasing energy costs
Street furniture Maintenance	2,000	There have been some ad hoc maintenance tasks this year (Graffiti cleaning) so I have increased the budget to reflect this and allow a contingency for next year.
Wildlife Garden Maintenance - new line	4,000	Garden monthly work and plant replacement
Training	500	More training is planned in this year now that Covid restrictions are fully lifted
S.137 Grants	24,000	There are a number of projects in the pipeline as part of Community Engagement so this line has been increased slightly
CAB	7,500	Continued support of the CAB with the same budget amount
Community presence	7,000	Community presence projects were delayed due to Covid 19. It is planned to relaunch these projects in 2022/23. There are a number of projects planned for next year, including the Queen's Jubilee, Beating the Bounds
Allotment Research	2,500	Continued research into the provision of Allotments?
PWLB loan repayment 1	4,970	£2484.99 due bi yearly 2022/23
PWLB loan repayment 2	1,804	£901.99 due bi yearly 2022/23
<b>Total Expenditure</b>	<b>106,474</b>	
<b>INCOME:</b>		
Precept	106474	
Reserves		
<b>Total Income</b>		
Precept increase / (decrease) on previous year	2,750	
<b>Actual over / (under) spend</b>		

Notes		
Free/General reserve held at 1st April		
<b>PRECEPT PER HOUSEHOLD:</b>	<b>2022/23</b>	
<b>TAX BASE</b>	<b>2,659.00</b>	
<b>PRECEPT PER BAND D HOUSEHOLD</b>	<b>£40.04</b>	
<i>Inc/(decr) on previous year</i>	<i>(£1.20)</i>	

JSH – Highlighted the Citizens Advice Bureau donation and would like to suggest a small increase in the GPC donation from its current level of £5,000 to a higher amount.

TV – Supports the increase to the Citizens Advice Bureau Budget line

AA – Would like GPC to engage with the Citizens Advice Bureau to find out their needs and how our donation supports them

SAJ – Would like her support of an increase to be minuted by the Clerk

MG – Would like the budget line amount increased to £7,500

SJ – Suggests that the budget line is increased to £7,500 and that GPC engages with the Citizens Advice Bureau for a breakdown of how the donation is spent. Chair to speak to the Citizens Advice Bureau

FINAL

**Proposed:** MG

**Seconded:** GP

**Abstentions:** None

**Against:** None

**Resolved:** To unanimously approve the change to £7500 to the Citizens Advice Bureau Budget Line

JSH – Would like to split the Dog bins and Salt bins so they are in two separate budget lines

Salt bins £1750

Dog bins Increased to £2150

**Proposed:** JSH

**Seconded:** BD

**Abstentions:** None

**Against:** None

**Resolved:** To unanimously approve to split the Dog bins and Salt bins so they are in two separate budget lines and to increase the budgets to £1750 for Salt bins and £2150 for Dog bins

TV – Would like to propose an added Budget line of up to £5,000 for the community Governance Review

JSH – Suggested that the debate surrounding the Community Governance review costings are added to the February agenda

**c) To approve GPC Reconciliation statements 1st December**

**Proposed:** MG

**Seconded:** JSH

**Abstentions:** None

**Against:** None

**Resolved:** To unanimously approve GPC Reconciliation statements 1st December

**d) To consider** a donation to the WBDC Library service

SAJ – Questioned why Greenham Parish Council is unable to make a donation to the library service

AA – Is of the opinion that the West Berkshire District Council should fund the library and that the parish shouldn't make a general contribution to the library.

SJ – It was noted that SJ does not believe GPC will support funding for somebody else's statutory responsibility, but if there are opportunities to help GPC parishioners who need support from the Library service, Councillors would look favourably on supporting that.

JSH confirmed that a donation would be against GPC's S137 policy. Section 5.4 of the policy states that Grant will not be used to fund projects that are 'the prime statutory responsibility of other government bodies.

**e) To consider** GPC Reserve account funds

SJ – Highlighted that the only project that has been costed up currently, is the Air Source heat pump project

TV – Would like to support the Diamond Playing field project

BD – Updated the Councillors on Building project for the Diamond Playing Field, to replace the existing portacabin as Councillor Drummond has attended meetings with West Berkshire District Council.

GP – Would like the building to cover as much area as is possible on the site.

SAJ – Would like the Parish council to take over the management of the Building on the Diamond Playing field when it is built.

TV – Would like to support the Diamond field project

SJ – Air source heat project, Lights at St Mary's and the Diamond field project to all go ahead in the future

AA - Explained that there is currently a West Berkshire District project to look at developing the Diamond field project

SAJ – Would like the Parish Council to publicise any money that the Parish Council spends on the above projects

**Proposed:** SJ

**Seconded:** JSH

**Abstentions:** None

**Against:** None

**Resolved:** To unanimously approve that the Air Source Heat System, Exterior Lights at St Mary's church and the Diamond field project to all go ahead for future CIL spend money

**f) To approve** adding the Clerk as a signatory on the MetroBank Account for online banking

**Proposed:** SJ

**Seconded:** MG

**Abstentions:** None

**Against:** None

**Resolved:** To unanimously approve adding the Clerk as a signatory on the MetroBank Account for online banking

**g) To approve** the Greenham Parish Council Interim Audit report

**Proposed:** SJ

**Seconded:** KN

**Abstentions:** None

**Against:** None

**Resolved:** To unanimously approve the Greenham Parish Council Interim Audit report with recommendations made by the auditor

## 105 Planning and Highways

a. **To Consider** any Planning Applications

d)

1	6 Kersten Close Newbury West Berkshire RG14 7WF  Mr and Mrs Wright	Single Storey Side Extension	<a href="#">21/03066/HOUSE</a>  <b>Proposed:</b> SJ <b>Seconded:</b> TV <b>Abstentions:</b> None <b>Against:</b> None <b>Resolved:</b> Not to object
2	18 Lingfield Road Newbury West Berkshire RG14 7SE Mrs Y. K. Young	Demolition of porch and continuation of new hall and wc	<a href="#">21/03170/HOUSE</a>  <b>Proposed:</b> SJ <b>Seconded:</b> TV <b>Abstentions:</b> None <b>Against:</b> None <b>Resolved:</b> Not to object

SJ – Would like the Racecourse planning application, related to the Racecourse Christmas event, to be added to the next agenda

b. **To approve** supplier and installation of New Dog bins within Greenham Parish

**Proposed:** SJ

**Seconded:** JSH

**Abstentions:** None

**Against:** None

**Resolved:** To unanimously approve supplier C for purchase of new dog bins and supplier C for installation of New Dog bins within Greenham Parish

c. **To consider** Greenham Parish Wards and CGR

TV – Outlined what would be included in a Community governance Review. TV would like the Racecourse estate to become a separate Ward prior to the next election. TV outlined how a referendum can be held within the Parish, to force a Community Governance Review, 250 signatures within the Parish are required to force a review. TV would like Greenham Parish council to formally agree that if he doesn't hear from WBDC by the end of January, then he would like GPC to agree to a referendum and consider conducting a referendum on the February agenda.



**Proposed:** TV

**Seconded:** CA

**Abstentions:** None

**Against:** None

**Resolved:** To unanimously approve that Greenham Parish Council considers conducting a referendum, to be added to the February agenda.

d. **To consider** new Playground equipment for Mandarin Drive Playground

SJ – Clerk to contact David Wilson homes regarding the piece of land near the Mandarin drive Playground. The Clerk will enquire about whether David Wilson homes will allow use of the land for the playground nearby so that extra playground equipment can be added.

SAJ – Would like to see a climbing frame in the playground area, if the Parish Council can gain the extra land near the Playground.

#### **106 GPC Environment**

a. **To consider** the Wildlife Garden maintenance costs

The Clerk explained the costs involved in maintaining the Wildlife Garden when the project is completed.

SAJ – Would like the Parish Council to look at employing an individual gardener instead of a gardening contractor

AA – Suggested engaging a Gardening consultant to oversee the garden maintenance who would be employed a few times a year.

SAJ – Would like it minuted that she isn't generally supportive of the project

SJ – Clerk was asked to check the six-month rule for the Wildlife garden decision, has it elapsed and to check time line for the Wildlife garden decisions. The Chair would like the Clerk to circulate the relevant minutes, outlining any Wildlife garden decisions, to the Chair and the Vice Chair. Clerk to action.

#### **107 Governance**

e) **To Consider** Management Companies Open Space policy

**Proposed:** SJ

**Seconded:** BD

**Abstentions:** None

**Against:** None

**Resolved:** To approve the adoption of a policy that is the same as Newbury Town Councils policy, referenced in Tony Vickers report

#### **108 Health and Safety**

All ok nothing to report

#### **109 Other items for information or for possible inclusion on a future Agenda**

CA – Trees on Stroud Green for the next agenda, public open space

KN – Planting more cherry trees 12<sup>th</sup> February

9:31pm