

**Minutes of the Annual Meeting of Frilsham Parish Council held on  
Wednesday 9<sup>th</sup> May 2018 in the Clubroom at 7.30pm.**

Present

Cllr. M. Allum  
Cllr. G. Barber  
Cllr. D. Benning  
Cllr. J. Goodenough  
Cllr. C. Kettlewell  
Mrs. H. Pratt (Clerk)  
District Cllr. G. Pask  
Mr. B. Lyon

**1. To receive Apologies for Absence.**

Apologies were received and accepted from Cllr. Ward, District Cllr. Webb and Mr. Slack.

**2. Appointment of a Chairman.**

**2.1 Election of a Chairman.**

Cllr. Benning proposed that Cllr. Allum be Chairman of Frilsham Parish Council for the coming year; this was seconded by Cllr. Kettlewell and unanimously agreed.

**2.2 Signing of Declaration of Office.**

Cllr. Allum signed the declaration of office to the position of Chairman

**3. Appointment of a Vice Chairman.**

**3.1 Election of a Vice Chairman.**

Cllr. Benning proposed that Cllr. Goodenough be Vice Chairman of Frilsham Parish Council; this was seconded by Cllr. Barber and unanimously agreed.

**4. To receive Declaration of Interest.**

**4.1 Declarations of Interest in Agenda Items.**

There were no declarations of interest in any agenda items.

**4.2 Changes to the Register of Interests.**

There were no changes to the Register of Interests.

**5. Approval of minutes of the previous meetings:**

**5.1 Wednesday 8<sup>th</sup> March 2018.**

The minutes of the meeting held on the Wednesday 8<sup>th</sup> March 2018 were ratified and signed by the Chairman.

**6. Matters arising from the minutes (not mentioned elsewhere and for information only).**

There were no matters arising from the minutes which are not covered by other agenda items.

**7. Yattendon Estate.**

Mr. Slack sent in a report from Yattendon Estate prior to the meeting with the following information:

- The work at the Pot Kiln is out for tender with contractors.
- Refurbishment at the Royal Oak is ongoing and is expected to be complete in November.
- The annual Fete will take place on 28<sup>th</sup> May, by which time the Village Hall will be back

in use after the flood.

- Having worked through the Bank Holiday weekend, the farms have now caught up after all the rain.
- Hope Ladies Fashion and David Perry Media have recently moved into Frilsham Home Farm.
- The Village Stores continues to improve in trade and customer services. Two new part time members of staff have been employed.
- The Estate is taking part in Open Farm Sunday at Haw Farm on Sunday 10<sup>th</sup> June. Machinery will be out for inspection and staff will be there to answer questions. The Forestry, Christmas Trees and Shoot Departments will be attending.
- On Sunday 24<sup>th</sup> June the annual Yattendon Celebration of Classics will be held in the field opposite Yattendon Church.

## 8. Playground

### 8.1 Safety issues noted during visual checks.

It has been noticed during a routine inspection that one of the stays on the disability swings has come loose. The stay stops the swing from going too high.

The health of the oak tree was questioned; Mr. Lyon and Cllr. Allum inspected the tree last year and will inspect it again.

Cllr. Allum will inspect the playpark until the next meeting.

### 8.2 RoSPA inspection report.

The recent RoSPA inspection noted the following issues:

- The field side gate has a loose latch and does not self-close: Mr. Lyon will investigate this.
- A leg on the toddler swing is showing signs of rotting. The warranty will be checked to see if this is covered.
- Under the disability swing, there is matting missing and there are hollows under the matting.
- On the zip wire, it is recommended that the chain cover be removed, and the chain be inspected as per the manufacturer's instructions. It was also reported that the ground under the zip wire is uneven.

### 8.3 Status of Mole hills/tunnels.

The uneven ground under the matting and in the play area generally, is caused by both ware and mole tunnels.

A quote has been obtained for a three-phase mole treatment, but it is unclear what that treatment involves. It was agreed that the Clerk would investigate the three-phase treatment and the situation would be monitored. Moles tend to be less active during the drier summer months.

## 9. Planning

### 9.1 To consider Planning Applications:

#### 9.1.1 **18/00765/HOUSE – Meadows, Beechfield Lane.**

*Single storey side/rear extension. Extension to raise terrace.*

It was agreed that Frilsham Parish Council has **no objection** to this application subject to the condition of the surface of Beechfield Lane being maintained.

#### 9.1.2 **18/00910/HOUSE – Gamekeepers Lodge Farm, Hawkridge Hill.**

*Demolish existing outbuilding, construction of house extension and garden store.*

It was noted that this was originally a small one up, one down cottage. It was agreed that Frilsham Parish Council has **no objection** to this application subject to conditions on

external lighting and permitted development rights be removed for any further buildings on the site.

**9.2** To consider WBC Planning decisions:

**9.2.1** **18/00418/HOUSE – The Coach House, Hawkridge Hill.**

*Single storey extension to link the existing house and the existing studio/store building; removal of an existing rear extension; & new window openings to east elevation.*

Frilsham Parish Council had **no objection** to this application and it has been **approved** by WBC.

**9.2.2** **18/00409/HOUSE – Mallards Haven.**

*Section 73: Variation of condition 2 ‘approved drawings’ of previously approved application 16/02604/FULD: Demolition of existing dwelling, erection of replacement dwelling with associated parking, turning and landscape works.*

Frilsham Parish Council had **no objection** to this application which has been **approved** by WBC.

**9.2.3** **18/00286/HOUSE – Old School, School Lane.**

*Installation of an in ground domestic swimming pool complete with high quality automatic safety cover, surrounded by Indian Sandstone paving with pool filtration sited with existing building and heated by an air source heat pump.*

Frilsham Parish Council **objected** to this application which has been **approved** by WBC.

**9.2.4** **17/03502/HOUSE – 4 Four Cottage.**

*Two storey side extension and loft conversion.*

Frilsham Parish Council had **no objection** to this application which has been **approved** by WBC.

**10.** **Report from West Berkshire District Councillors.**

District Cllr. Pask gave his apologies for the Annual Parish Meeting; there are an unprecedented number of planning applications to be considered at the Eastern Area Planning meeting which falls on the same evening.

New pot holes are appearing on a regular basis mainly due to the weather over the Winter. Those present were encouraged to report them to WBC, who will repair those considered dangerous promptly. Reports were also made about a new method of patching, which requires road closures, but resurfaces the whole width of the road. There was a discussion about signage of diversions and it was agreed that they need to be better signed and when no longer needed should all be cleared away.

It was noted that Harts Hill Road (between Upper Bucklebury and Thatcham) is closed for a period of up to six months for replacement of a water main.

**11.** **Assets.**

**11.1** Grit Bins and refilling.

The Clerk reported that Willis and Ainsworth are investigating a refill service for a number of grit bins. It was agreed that this should be explored further.

**11.2** Repairs to the telephone box.

The glass panels with “Defibrillator” on them have arrived and have been passed to Cllr. Allum for installation. The telephone box has been painted.

**11.3** The War Memorial.

It was agreed that Cllr. Ward and the Clerk will work on this together; no work has taken place yet.

**11.4** The Well.

Whilst the oak edges to the path are deteriorating it was felt that they could last a further year

before needing replacement. There was a discussion about use of a leaf blower to remove debris from around the path. Cllr. Barber will have a look at tidying it up for the time being.

**12. Frilsham Future Implementation Group (FFIG).**

Mr. Lyon reported that the annual barbeque had been a great success.

He reported that a new company is emptying the bins around the Clubroom, but rather than emptying them once a week, they are only being emptied once every two weeks. This isn't acceptable with the warm weather as the contents will begin to smell and attract rodents and insects, equally, the Parish Council is paying for the bins to be emptied weekly.

The tree cuttings to the side of the playpark have now been disposed of.

The light in the porch which was vandalised has now been replaced.

**13. Yattendon and Frilsham Sports and Social Club.**

The annual fete takes place on Monday 28<sup>th</sup> May. Any extra volunteers would be appreciated.

**14. Clerk's Report.**

**14.1 Annual Parish Meeting – Wednesday 23<sup>rd</sup> May 2018.**

Martin Dixon, a local magistrate will be talking at the Parish Meeting on the role of magistrates, the sorts of crimes they deal with and the sentencing options open to them.

Fliers for each house in the parish will be distributed to advertise the event.

Various local people need to be invited to give reports and it was suggested that the head from Yattendon School might be invited.

It was agreed that Mrs. Tessa Allum would co-ordinate refreshments for after the meeting.

**14.2 Items for the Broadsheet.**

It was agreed that an update from this meeting should be submitted to the Broadsheet.

**14.3 30mph wheelie bin stickers.**

The Clerk will check the price of the 30mph wheelie bin stickers.

**14.4 New General Data Protection Regulations.**

The Clerk will carry out an audit of the data held and why it is held. One area which needs to be considered is the footage which may be captured by the CCTV cameras.

**15. Finance.**

**15.1 Financial Statement.**

The financial statement dated 9<sup>th</sup> May 2018 was considered and approved.

**15.2 Exemption from External Review.**

The Clerk advised the Council that because both the income and expenditure of Frilsham Parish Council were under £25,000 in FY 17/18, the Council was exempt from External Audit.

**15.3 Statement of Governance.**

Councillors had been sent a copy of the Statement of Governance in advance of the meeting and resolved that Frilsham Parish Council complies with it.

**15.4 Statement of Accounts.**

The Clerk had circulated a copy of the Statement of Accounts for the year ending 31<sup>st</sup> March 2018 to all members. It was resolved to approve the Statement of Accounts.

**16. Round Table Comments**

**16.1 Church Railings.**

There was a question about the progress on the railings around the churchyard.

**16.2 Website Hosting.**

Simon deJong renewed the domain name for the website (frilsham.org.uk). It was noted that ideally this should be in the name of the Parish Council and not a private individual. The Clerk will send Simon an email and ask him to initiate the process to change the ownership.

The meeting closed at 9pm.

Dates of future meetings:

Wednesday 23<sup>rd</sup> May 2018 at 7.30pm – Annual Parish Meeting

Monday 16<sup>th</sup> July 2018 at 7.30pm