

**Minutes of the Meeting of Frilsham Parish Council held on  
Wednesday 10<sup>th</sup> July 2019 in the Clubroom at 7.30pm.**

**Present**

Cllr. M. Allum (Chairman)  
Cllr. A. Arnold  
Cllr. G. Barber  
Cllr. D. Benning  
Cllr. B. Lyon  
Mrs. H. Pratt (Clerk)

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

Apologies for absence were received and accepted from Cllr. Kettlewell and David Slack. District Cllr. Culver sent her apologies because she is at a Western Area Planning Committee meeting.

**2. To receive Declaration of Interest.**

**2.1 Declarations of Interest for the Register.**

Some councillors were reminded that their Declarations of Interest forms need to be completed.

**2.2 Declaration of Interest in Agenda Items.**

There were no declarations of interest in any items on the agenda.

**3. Approval of minutes of meetings held on Wednesday 8<sup>th</sup> May 2019.**

The minutes of the meeting held on Wednesday 8<sup>th</sup> May 2019 were ratified and signed by the Chairman.

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

**4.1 Potential CIL Payment.**

A question was asked about CIL payments on a newly developed self-build property which has subsequently come on the market. The Clerk advised that WBC has been informed of the situation, but that CIL payments can take some considerable time to be collected and processed.

**4.2 Trees around the Clubroom.**

The two birch trees behind the Clubroom are dead and will be removed in the autumn.

**5. Appointment of a Vice Chairman.**

Cllr. Lyon proposed that Cllr. Barber be the Vice Chairman of Frilsham Parish Council (FPC); this was seconded by Cllr. Benning and unanimously agreed.

**6. Report from Yattendon Estate.**

*David Slack submitted a report via email prior to the meeting.*

The Estate hosted a very successful Open Farm Sunday and had over 600 members of the public at Haw Farm to see how the Estate farms and how they conserve and improve the wonderful countryside and habitats. A few schools have been hosted when the Estate has tried to link food and farming in the minds of young people.

In June the Yattendon Celebration of Classics event took place with over 450 exhibits including a steam wagon and a Showman's Traction Engine.

Harvest is beginning and people were encouraged to be patient if they get stuck behind

a tractor, trailer or combine.

The Clerk asked Mr. Slack about the use of the refurbished Pot Kiln as a wedding venue (which is how it is being advertised). Mr. Slack commented that the Estate has not been contacted about facilitating additional parking and does not know the details of the wedding venture or how it is going to work.

## **7. Planning**

### **7.1 Planning applications for consultation:**

#### **7.1.1 19/01675/HOUSE - Frilsham Mill House**

*Conversion of existing garages into habitable rooms. Single storey front extension to form sun room, porch and disabled WC. Erection of a car port.*

It was agreed that FPC has **no objection** to this application, but would prefer the use of traditional materials and restricted external lighting.

#### **7.1.2 19/01425/HOUSE – 2 Hawkridge Cottages.**

*Single storey side, front and rear extensions. Dormer windows, additional windows. Parking area within curtilage with access from lane, gate from highway lane moved. Replacement decking.*

FPC had **no objection** to this application.

### **7.2 Planning Decisions made by WBC:**

#### **7.2.1 19/00994/COMIND – West Berkshire Brewery Co., The Old Dairy.**

*Detailed application for formal car parking to the south west, external seating area to the south east and overflow parking to the north east, in association with the West Berkshire microbrewery.*

FPC had **no objection** to this application which has been **approved** by WBC.

#### **7.2.2 19/00888/HOUSE – Fifield Farm (Adjacent Parish).**

*Conversion of existing storage outbuilding into gym. New garden/games room. New link between existing and new garden/games room.*

FPC did not submit comments on this application which has been **approved** by WBC.

#### **7.2.3 19/00802/HOUSE – Green Bower, Beechfield.**

*Converted roof throughout to provide first floor accommodation space with additional side and rear extension at ground floor level.*

FPC had **no objection** to this application which has been **approved** by WBC.

## **8. Report from West Berkshire District Councillor.**

### **8.1 District Cllr. Culver submitted a report via email prior to the meeting.**

WBC has declared a climate emergency and will be producing a plan to go carbon neutral by 2030. Many other councils around the country are doing this too.

A motion has been submitted against the Heathrow expansion because it isn't compatible with tackling climate change; currently WBC's policy is to support a third runway because 'West Berkshire is close enough to benefit, distant enough to be spared inconvenience.'

District Cllr. Culver reported that she is working with a number of residents on unemptied bins, potholes, uncut hedgerows, collapsing trees and planning applications.

In a couple of months, she will produce another newsletter which will go to every home in the ward.

Cllr. Benning commented that on average, across the country, for every £30 in Council Tax, £1 is not collected; he was curious about how WBC fared in their collection of Council Tax. He also commented that the first five payments are purely to provide the salaries and pension payments for the staff.

**9. Playground and Facilities around the Club Room.**

**9.1 Safety issues noted during visual checks.**

Prior to the meeting Cllr. Kettlewell reported that there were no issues with the playpark. Cllr. Lyon reported that he has replaced most of the cap heads but has now run out of spare smaller ones. Cllr. Lyon will source some more. Whilst replacing the cap heads, Cllr. Lyon identified that there is a broken washer, but in order to replace it, the whole bolt needs to be removed. Cllr. Allum agreed to look at the situation with Cllr. Lyon before the washer is replaced.

**9.2 Issues raised by the RoSPA inspection.**

The post on the swing which is rotting is becoming much worse. The Clerk will continue to pursue this with the supplier, but in the meantime, grant funding will be investigated to replace the swings.

Cllr. Lyon will tighten up the zip wire, now that he has managed to remove the cover.

Cllr. Allum will replace the latches on the gates so that with continued banging, the screws don't come loose.

**10. The Clubroom**

Cllr. Lyon reported that the committee are exploring the options of a complete rebuild of the Clubroom.

**11. FFIG**

Cllr. Lyon commented that he has been busy, and the website had got out of date; he is going to make a concerted effort over the next week to update it.

The CCTV installation is going well, and two more cameras have been installed. Cllr. Lyon and the Clerk will work together to produce a CCTV policy.

The table tennis table, left by the holiday club has been removed from the Clubroom.

**12. Yattendon and Frilsham Sports and Social Trust.**

The football pitch adjacent to the Clubroom has not been cut this season. The Football Club has not been operating and therefore has no income with which to pay for the grass cutting. There is a meeting of the Sports and Social Trust on Monday 15<sup>th</sup> July at which the grass cutting will be discussed. A different team has shown an interest in using the pitch next season; however, it is hoped that the team will be resurrected.

**13. Greening Initiative.**

Greenfest is being held in Hampstead Norreys on Saturday 7<sup>th</sup> September. The organising committee have reached out to other communities for help but hasn't listed the type of help they would like. It was agreed that FPC would like to support the event. Cllr. Allum will contact the organiser for more information.

**14. Members Community Bids.**

West Berkshire District Councillors can apply for "members community bids" for up to £5,000 across their wards. Cllr. Culver is exploring the possibility of creating wild flower meadows across the ward and is looking for suitable areas; the Pot Kiln Lane allotment site was suggested as a possibility. It was agreed that Ian Coxhead should be contacted about the idea.

Other possible projects included replacement of the shuttering around the path to St.

Frideswide Well and a fitness trail or adult exercise equipment. It was agreed that funding for replacement swings in the playground should be explored.

**15. Electrical Refurbishment.**

Cllr. Benning reported that parishioners had received letters advising them that there would be power outages for SSE to carry out refurbishment of the electricity supply equipment. He commented that the job had not gone well and wasn't well organised. Fourteen generators were placed on the local system in order to maintain electricity to parishioners.

Cllr. Benning commented that he had been contacted directly about the siting of a generator at the top of Beechfield Lane which subsequently had complaints made about it due to noise.

The refurbishment is understood to have taken two years to plan, but land owners, across whose land access was required hadn't all been contacted and contractors didn't have information about how to reach the locations.

To exacerbate the situation, fuel and cables were stolen from one of the generators.

FPC was not contacted about the work required on the poles in the allotments and as a result the tenant wasn't informed. This led to the work on the poles and wires across the allotment not being completed.

It was agreed that the Clerk would write a letter of complaint to Sid Humphreys, the senior network construction manager and inform him of how badly the project has been managed.

**16. Clerk's Report.**

**16.1 Asset inspection report – bus shelter roof and millennium bench.**

Cllr. Benning reported that the bus shelter roof is leaking in one of the back corners and may need new felt on the roof. Cllr. Allum will inspect the roof with a ladder.

There is a little more rot around the straps of the door on the phone box.

Cllr. Kettlewell will talk to Dorcas Ward and find out which bench in the churchyard is the Millennium bench owned by FPC.

**16.2 Contribution for WBC libraries.**

It was unanimously agreed to make a contribution to the WBC library service of £300 from the S137 budget.

**16.3 Items for the Broadsheet.**

It was agreed that the next Broadsheet article should include an update on planning, the council members, reminding parishioners to cut their hedges and to request that people don't park on the grass at the top of Beechfield (bulbs are planted there).

**17. Finance.**

**17.1 Financial Statement.**

The financial statement dated 10<sup>th</sup> July 2019, showed a balance of £27,913.12 once all credits and debits have cleared. The balance in the HSBC current account was £28,161.61 on the 15<sup>th</sup> June 2019. This was considered and approved. Of the balance, £15,000 is ringfenced for building work at the Club Room, including a contribution of £3,000 for FY18/19.

**17.2 Internal Auditors Report.**

The Clerk reported that the internal auditor has completed her work inspecting, not only the accounts but the workings of FPC. It was agreed that the Clerk would organise a voucher for £60.00 for The Bladebone Inn to acknowledge the work she had carried out.

A copy of her report is available on the website.

**18. Round Table Comments**

**18.1 Hedges on the path behind 4 and 5 Beechfield.**

The hedges on this path have not been cut. It was noted that the path is not a Public Right of Way, but access for the housing.

**18.2 Footpath from Beechfield to School Lane.**

It was reported that the public footpath from School Lane to Beechfield (FRIL 6/1) is becoming overgrown with brambles and bracken. The Clerk will contact Ian Coxhead about clearing the path.

**18.3 Letter from John Goodenough.**

John Goodenough has written and thanked the parish for the roses which acknowledged the many years of service he had given to the parish. He was very touched and moved by the generosity.

**18.4 Parking at the top of Beechfield.**

A number of vehicles, including guests of an Airbnb are parking on the grass at the top of Beechfield. Whilst the land belongs to WBC, bulbs were planted a number of years ago. The vehicles obstruct site lines, look untidy and will damage the surface in the wetter weather.

The meeting closed at 9.15pm.

Dates of future meetings:

Wednesday 11<sup>th</sup> September 2019 –7.30pm.