

**Minutes of a virtual Meeting of Frilsham Parish Council held on
Wednesday 20th May 2020 (via Zoom).**

Present

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

1 To receive apologies for absence.

Apologies for absence were received and accepted from District Cllr. C. Culver.

2 To receive declarations of interest.

There were no declarations of interest in any agenda items.

The Clerk reminded Cllr. Goodenough that his Declaration of Interests form needed to be completed and returned.

MG

3 To approve minutes of the meeting on Wednesday 11th March 2020.

The minutes of the meeting of Frilsham Parish Council (FPC) held on Wednesday 11th March 2020 were agreed as a true record of the meeting and signed by Cllr. Allum.

4 Matters arising from the minutes.

4.1 Power Supply.

Cllr. Benning raised concerns about the proposed changes to the power supply to Frilsham to accommodate the requirements of the Pot Kiln. Whilst it had been planned to bring a three-phase supply to the village, this has now been changed. The concern was raised for the situation where residents local to the Pot Kiln are all consuming large amounts of power and whether the supply would be sufficient.

5 Covid-19.

5.1 Support for Parishioners during the Pandemic.

Mrs. Allum has led a Frilsham Support Group, which was set up prior to the lockdown. It is based upon a WhatsApp group. Over 45 people in the village have offered help. A prescription collection service has been organised for those who need it and help has been given for supermarket shopping. Thanks, were extended to the Yattendon and Hampstead Norreys village shops, who will deliver if required. A few people, who are potentially vulnerable due to isolation were identified and all appear to be managing. There has been an increase in communication in the village and plant swaps, sharing of hard to get items (including flour and yeast) and general chat have been observed. District Cllr. Caroline Culver has set up weekly conference calls for the support groups within the Ridgeway ward which have proved a valuable opportunity to share experiences. There has also been communication with the West Berks Support Hub. Cllr. Allum extended his thanks to all of those involved in helping parishioners during this difficult time.

5.2 Annual Meeting of Frilsham Parish Council.

It was resolved to cancel the Annual meeting of FPC for 2020 due to the Covid-19 pandemic. As a result, the Chairman and Vice Chairman will remain in office until the Annual meeting of the council in May 2021.

5.3 Annual Parish Meeting.

It was resolved to defer the Annual Parish Meeting until the Autumn or next May. This

will be determined by the advice on isolation and social distancing being given by Central Government.

6 Drainage Issues in Beechfield.

Following the meeting with WBC and Sovereign Housing Association in February, Sovereign Housing Association have blown the drains through. WBC are still to dig out the outfall from the drains. The Clerk has contacted Stuart Clark at WBC to chase the work up; he has commented that whilst the WBC contractors are now working again there is a backlog of work due to the Covid-19 situation. He has made assurances that the work will be done by the end of the summer.

During the meeting there were suggestions that drains could be dug into the main road at the top of Beechfield. It was also agreed that work was required on the culvert adjacent to Nutwood. The Clerk will contact Stuart Clark and clarify what the plans are for these two pieces of work.

HP

7 Thames Water.

Recently there have been two water leaks by Five Oaks before a large rupture. In addition there is a leak by the entrance to the garages on Hatchets Lane. There are also problems with about 400m of pipe in a field, belonging to Eling Estate in the valley.

It was agreed that the Clerk would write to Thames Water, citing that the pipe in the valley has burst 2 or 3 times in the last year.

HP

It was noted that after heavy rain, gravel is being washed down Dragon Hill to the crossroads where it accumulates and causes an issue for cyclists or vehicles trying to stop. Cllr. Allum will report this to WBC.

MA

8 Report from Yattendon Estate.

Business is largely continuing as normal. Farming is very busy; all the planting has been completed, but due to the lack of rain, the ground is becoming a dust bowl.

Yattendon Village Store and the Post Office have been very busy and are being used by more and more people; it is now sustainable. Vickers Game and the Wine Man have never been busier.

A community support group has been running from the Estate to collect prescriptions and food for residents.

The Pot Kiln remains closed. The requirement for a three-phase power supply was abandoned and the power requirements of the kitchen were reduced such that only split phase is required. This has been provided by installing an additional transformer in the meadows.

Some commercial tenants of the Estate are struggling due to the situation and the Estate are helping where they can. Three members of the Estate staff have been furloughed due to underlying health issues.

There have been several issues with fly tipping. A Subaru Forester was driven round a field before being torched. It was noted that travellers are in the area and on the lookout for places to move into.

When asked, Mr. Slack commented that he will be in Yattendon until the 31st August 2020.

9 Planning.

9.1 Planning Applications for consideration:

9.1.1 20/01010/HOUSE – Appledown, School Lane.

Proposed two storey side alteration, single storey side alterations, new pitched roof over bay window, application of render and replacement windows, new Velux window.

It was agreed that FPC has **no objection** to this application, but that any external lighting should be controlled by a PIR.

9.1.2 20/01052/HOUSE – Frilsham Mill House.

Single storey extension.

It was agreed that FPC has **no objection** to this application but that any external lighting should be controlled by a PIR.

10 **Report from West Berkshire District Cllr Carlyne Culver.**

District Cllr. Culver submitted the following report prior to the meeting:

- The deadline for members bids (grants) has been extended until the 3rd July. Successful bids do require match funding. District Cllr. Culver is aware that Frilsham has not benefited from a community bid during her term of office.
- She has been holding weekly “Zoom” meeting with the volunteer co-ordinators, interacting with food banks, dealing with GDPR issues, and interacting with the West Berks Support Hub.
- WBC resumed formal meetings on the 29th April.
- The household waste and recycling centres are open again (on a booking system).
- During the Covid-19 lockdown, WBC has paid out £23.3million in grants to 1800 small businesses across the district.
- BBOWT have reopened carparks at Snelsmore and Greenham.

11 **Playground and facilities around the Clubroom.**

The playground has been closed, following Government Guidelines due to the Covid-19 pandemic.

11.1 **Safety items picked up on weekly checks.**

Cllr. Allum reported that during the closure, he had not been checking the playground, although visual inspections will recommence. It was noted that the grass has not been cut and is beginning to look untidy. Cllr. Lyon will chase up the person who generally cuts the grass. If it cannot be cut Cllr. Allum offered to do it and Cllr. Goodenough offered to help.

Cllr. Allum commented that some of the bolts appear loose, but that this is the result of things being so dry, and therefore they won't be tightened.

Cllr. Allum will carry out the inspections until the next meeting.

11.2 **To consider options for the Toddler Swings.**

A.E. Evans have agreed to supply a replacement leg, for the one which is rotting at ground level. Concern was raised during the RoSPA inspection about the top horizontal beam being hollow, however this has a metal plate under it. In addition, some councillors were concerned about the potential for the other three legs to rot.

It was agreed that Cllr. Lyon would contact A.E. Evans about obtaining a replacement horizontal beam. What further action needs to be taken will be determined when the frame is taken apart for repair.

BL

12 **The Clubroom and surroundings.**

The Clubroom is currently shut and there is no planned date for reopening. It will not reopen before the 4th July 2020. There is a list of things which have to be completed in order for the hall to open again.

12.1 **CCTV Cameras.**

A replacement power supply has been purchased and installed.

13 **Frilsham Futures Implementation Group.**

There was no information to report.

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

The April meeting of the Trust was cancelled, but the trustees have got together via email. They are hoping to meet in September.

The fete was cancelled, so there has been no income to the trust, therefore there will be no grants given out except for the fixed grants which can be covered by money in the

kitty.

The Football Club is hoping that from the beginning of the season, a local club will play on Saturdays and a Thatcham team on Sundays. A Football Foundation grant has been secured to prepare and maintain the pitch. A request has been made to cut back some of the branches over the pitch.

15 Clerks Report.

15.1 Items for the Broadsheet.

Residents will be asked to consider the management of their hedges and trees and cut them back where necessary.

16 Finances.

16.1 Final Figures for FY19/20.

During the year, there was a total income of £14,101.85, including the CIL money paid from the Yealand development of £5,075.16. The expenditure for the year was £5,540.78, which is approximately £200 more than FY18/19. The total balance held at the end of the financial year is £34,099.81 which includes £18,000 earmarked for the work on the Clubroom.

16.2 Exemption from External Audit.

Given that FPC meets the criteria specified for exemption from External Audit, it was resolved that FPC would certify themselves as exempt and the Clerk and Cllr. Allum will complete the necessary paperwork.

Caroline Hyde will shortly be carrying out the Internal Audit.

16.3 Financial Statement.

The Financial Statement had been circulated to those present prior to the meeting and showed a balance of £36,829.98 once all payments have cleared.

Payments since the last meeting:

100839	Playsafety Ltd (RoSPA inspection)	£90.60
100840	West Berkshire District Council (Bin emptying)	£95.66
100841	Post Office Ltd (SSE)	£26.60
100842	Hampshire Association of Local Councils (BALC membership)	£75.40
100843	West Berkshire District Council (Uncontested election)	£75.00
100844	Helen Pratt (CCTV Power supply & Microsoft license)	£195.24
100845	Came and Company (Insurance)	£714.35
DD	Gigaclear (Broadband)	£35.00
SO	Helen Pratt (March salary)	£213.49
DD	Gigaclear (Broadband)	£35.00
SO	Helen Pratt (April salary)	£213.49

The first part of the precept of £4,500 has been received from WBC.

A reconciliation to the last bank statement dated 15th April 2020 with a balance of £33,851.32 was shown. A sum of £18,000 is ringfenced as a donation to the Clubroom for the refurbishment/rebuild project, this includes £3,000 from FY19/20.

17 AOB

17.1 Road Closures.

Cllr. Lyon reported that Hatchetts Lane will be closed for 1 day for resurfacing. There was some confusion, due to advance signage about which part of Hatchetts Lane will be closed.

There being no further business the meeting closed at 8.50pm.

Date of next meeting: Wednesday 8th July 2020 –7.30pm.