

**Minutes of the Annual Meeting of Frilsham Parish Council held on  
Wednesday 11<sup>th</sup> May 2022 in Frilsham Clubroom.**

**Present**

Cllr. M. Allum  
Cllr. A. Arnold  
Cllr. G. Barber  
Cllr. D. Benning  
Cllr. M. Goodenough  
Cllr. B. Lyon  
Mrs. H. Pratt (Clerk)  
Mr. J. Hole (Yattendon Estate)

**1 Election of a Chairman.**

Cllr. Arnold proposed that Cllr. Allum be the Chairman of Frilsham Parish Council (FPC) for the coming year; this was seconded by Cllr. Lyon and unanimously agreed.

Cllr. Allum signed is Declaration of Office.

**2 Election of a Vice Chairman.**

Cllr. Arnonld proposed that Cllr. Barber be the Vice Chairman of FPC for the coming year; this was seconded by Cllr. Lyon and unanimously agreed.

**3 To receive apologies for absence.**

Apologies of absence were received from District Cllr. Culver.

**4 To receive declarations of interest.**

Councillors reviewed their Declarations of Interest and updated them where necessary.

**5 To approve minutes of meetings:**

**5.1 Wednesday 9<sup>th</sup> March 2022 and Wednesday 30<sup>th</sup> March 2022**

The minutes of the meetings of FPC held on Wednesday 9<sup>th</sup> March 2022 and Wednesday 30<sup>th</sup> March 2022 were agreed as a true record of the meetings and were signed by Cllr. Allum.

**5.2 Matters arising from the minutes.**

The culvert between the Clubroom and Nutwood has been repaired. The road markings at the top of Beechfield Lane imply that drainage work is likely to take place soon.

**6 Standing Orders.**

It was resolved to approve the revised Standing Orders.

**7 Financial Regulations.**

It was resolved to approve the revised Financial Regulations.

**8 To confirm positions on external committees.**

The following positions on external committees were confirmed:

Frilsham Futures Implementation Group: Cllr. Lyon.

Yattendon and Frilsham Sports and Social Trust: Cllr. Lyon.

Pang Valley Flood Forum: Cllr. Goodenough.

**9 To confirm positions of responsibility:**

The following positions of responsibility were agreed:

Defibrillator: Cllr. Arnold.

Financial verifiers: Cllr. Lyon and Cllr. Arnold.

**10 To review the asset register.**

The Asset register was reviewed, and it was noted that the CCTV equipment at the Clubroom, belonging to FPC, is not included. The Clerk will correct this.

**11 To review the insurance policy.**

The Clerk will organise insurance cover for the coming year with a view to entering a new 3 year arrangement in FY23/24.

**12 To fix the dates and times of meetings.**

FPC meetings for the coming year were agreed as Wednesday 29<sup>th</sup> June 2022, Wednesday 14<sup>th</sup> September 2022, Wednesday 9<sup>th</sup> November 2022, Wednesday 11<sup>th</sup> January 2023, Wednesday 8<sup>th</sup> March 2023 and the Annual meeting of FPC will be held on Monday 10<sup>th</sup> May 2023 (after the elections).

The Annual Parish Meeting will be held on Wednesday 17<sup>th</sup> May 2023.

**13 Report from Yattendon Estate.**

The dry period is not helping the crops and the forecast rain is long overdue. Huge issues are beginning to appear in supply chains which are breaking down due to the situation in Ukraine. There is more interest in people wanting to work in the UK over the summer which is promising. Bird flu continues to cause issues, particularly in France.

All residential buildings are let as are all commercial sites except one. Trade at Vickers Game and the Village Stores in Yattendon has fallen slightly but is still good.

Fly tipping continues to be a problem.

There was a discussion about the bike track which has been built in the beech woods by youths. Recently it hasn't been used very much and it has been suggested to any users that they consider using the tracks at Eling.

**14 Planning.**

**14.1 Planning applications which WBC has consulted FPC on:**

There were no applications for consideration.

**14.2 Planning decisions made by WBC:**

No planning decisions have been made affecting Frilsham.

**15 Report from West Berkshire District.**

District Cllr. Culver submitted a written report. The key points are minuted below.

WBC, after being chased, have made a site visit, and discussed reinstatement of land on Beechfield and the removal of a steel plate with Cllr. Benning. Sovereign Housing have also been contacted about parking provisions in Beechfield and whether there could be parking slots and dropped curbs.

District Cllr. Culver is attending WBC working group meetings about how residents contact WBC and whether they get the information they need (this includes emergency situations).

The group will be producing a report about how things can be improved.

WBC Members bids are open, and £5,000 of funding can be applied for across the ward.

A Frilsham resident has complained to District Cllr. Culver about horses using footpaths rather than bridleways and byways. WBC have been asked for stickers to put on signposts to raise awareness of this illegal use.

Work continues on the Draft Local Plan and the Planning Advisory Group is meeting on a monthly basis to review all of the policies.

Problems, including fly tipping, unemptied bins and potholes can be reported to WBC by searching for 'West Berkshire Report a Problem' on the internet, or visiting

[www.fixmystreet.com](http://www.fixmystreet.com). Alternatively, problems can be reported via email to [customerservices@westberks.gov.uk](mailto:customerservices@westberks.gov.uk) or by calling 01635 551111.

**16 Playground facilities and area around the Club Room.**

The recent RoSPA inspection raised the following points:

- Some of the bolts on the equipment are loose. This is mainly due to the dry weather and once it rains, the wood will swell, and the bolts will no longer be loose.
- Another post on the swings is rotting. Cllr. Lyon will contact A. E. Evans about replacing the post under warranty.

- The poured surface around the roundabout needs to be extended to the base of the roundabout. There is currently a small gap.
- The fence by the zipwire is leaning over and considered to be dangerous. The posts in the fence need to be replaced. Cllr. Goodenough and Cllr. Allum will arrange a working party to replace the posts.

Bin emptying around the Clubroom has become very erratic again.

Cllr. Lyon will continue to inspect the Playground on a weekly basis.

## **17 Environment.**

### **17.1 Impact of recent storms and power cuts.**

As a result of recent storms, Frilsham was without power for a number of days and all houses were visited on at least two occasions by SSE engineers in order to resolve the problem.

During the period, the Clubroom was used as an emergency centre by residents and as a base for SSE engineers.

Some properties continue to suffer with problems because of the incident.

It was noted that there have been three significant power outages so far this year. Cllr.

Benning commented that a lot of trees have been allowed to grow where they cause a threat to the wires in storm conditions.

Cllr. Lyon has contacted the WBC Community Planning team to ensure that their contact details for the Clubroom are correct and has now added a secondary contact. It transpires that SSE weren't communicating with WBC and no one was able to contact the WBC Emergency team.

The Clubroom has been compensated for the loss of power, but not for its use from Thursday to Thursday. Cllr. Allum will contact SSE and pursue the matter.

### **17.2 Emergency Plan.**

It was agreed that a working party should be formed to consider an Emergency Plan. Cllr. Arnold, Cllr. Lyon, Cllr. Goodenough and the Clerk will meet and pursue a plan.

Cllr. Lyon will apply to the SSE Resilience fund for extension cables for the Clubroom and for a changeover switch, such that a generator can easily be used to supply the Clubroom with electricity.

## **18 Telephone Box and Defibrillator.**

### **18.1 Transfer of Guardian.**

Cllr. Arnold will speak to David Cullip about what physically needs to be done to check the defibrillator.

### **18.2 Power supply to the phone box.**

As a result of the issues with the electricity, the phone box was without power, but no refund has yet been received.

The power is known to have been restored, because the light has been seen to go on when the door has been opened.

## **19 The Clubroom.**

Plans for redevelopment of the Clubroom have not advanced since the last meeting.

## **20 Yattendon and Frilsham Sports and Social Trust.**

The Yattendon and Frilsham Fete will take place on the 4<sup>th</sup> June 2022. All were encouraged to support the event either as visitors or helpers.

## **21 Platinum Jubilee.**

There has been little demand for a Jubilee event in Frilsham, so it has been agreed to join the Yattendon street party. It was noted, that the Frilsham BBQ would not go ahead this year.

## **22 Clerk's Report**

### **22.1 Exemption from External Audit.**

Parish Councils can claim exemption from external audit if they meet certain conditions

including having both income and expenditure of under £25,000. FPC meets the required criteria.

FPC resolved to claim exemption from external audit for the year ending 31<sup>st</sup> March 2022.

**22.2** Arrangements for Parish Assembly.

Cllr. Goodenough will check that he can provide sufficient glasses for the event.

Cllr. Allum will provide the wine and Tessa Allum will co-ordinate and arrange finger food.

Chris Ward from the Samaritans will give a presentation on the organisation.

**22.3** Items for The Broadsheet.

The Clerk will submit a summary of this meeting to The Broadsheet.

**23** Finances.

**23.1** Financial Statement.

The Financial Statement was circulated to those present prior to the meeting and showed a balance of £40,522.71 once all payments and credits have cleared.

Payments since the last meeting:

Gigaclear (April and May Broadband)	£70.00
Salaries (March and April 2022)	£426.98
WBC (Bin emptying)	£86.41
Hampshire Association of Local Councils (BALC)	£73.81
Playsafety Limited (RoSPA inspection)	£92.40
Parish Online Subscription	£48.00
Microsoft Subscription	£135.36
Bank charges (15/3/22 to 14/4/22)	£23.00

A bank reconciliation to the last statement dated the 15<sup>th</sup> April 2022 with a balance of £36,722.18 was circulated prior to the meeting. A sum of £22,500 is ringfenced as a donation to the Clubroom for the refurbishment/rebuild project, up until 31<sup>st</sup> March 2022.

**23.2** Bank Account.

It was agreed that the Clerk would look into opening a new online bank account with Lloyds Bank.

**24** Any other business.

**24.1** WBC Carparks.

It was reported that in some of the WBC carparks, you can only pay by card or with a mobile phone. The situation is inconsistent and frustrating to users.

There being no further business the meeting closed at 9pm.

**Next meeting of Frilsham Parish Council: Wednesday 29<sup>th</sup> May at 7.30pm.**