

**Minutes of the Meeting of Frilsham Parish Council held on
Wednesday 12th July 2023 at 7.30pm in Frilsham Clubroom.**

Present

Cllr. M. Allum (Chairman)
Cllr. G. Barber
Cllr. I. Coxhead
Cllr. B. Lyon
District Cllr. C. Culver
Mrs. H. Pratt (Clerk)

- 1 **To receive apologies for absence.**
Apologies of absence were received from Cllr. Goodenough, Cllr. Morley and Mr. Hole.
- 2 **Declarations of Interest.**
 - 2.1 **To receive declarations of interest.**
There were no updates to the Register of Interests.
 - 2.2 **Declaration of Interest in Agenda Items.**
Cllr. Allum and Cllr. Coxhead declared an interest in the allotment fencing as allotment holders.
- 3 **To approve minutes of meetings.**
The minutes of the annual meeting of FPC held on 17th May 2023 were approved as an accurate record of the meeting and signed by Cllr. Allum. The minutes of the Extra Ordinary meeting of FPC held on Tuesday 27th June 2023 were approved as an accurate record of the meeting and signed by Cllr. Allum.
- 4 **Matters arising from the minutes.**
There were no matters arising from the minutes which aren't covered by agenda items.
- 5 **Report from Yattendon Estate.**
There was no report from Yattendon Estate.
- 6 **Planning**
 - 6.1 **Planning applications on which FPC has been consulted by WBC:**
No new applications have been received.
 - 6.2 **Planning Decisions made by WBC:**
 - 6.2.1 **23/00049/MDOPO – Magpie Farm.**
*Discharge of Planning Obligation on approved application 94/45811/FUL:
Retrospective change of use for part of barn to guest accommodation/short term let.
Retrospective conversion of remaining part of barn to ancillary accommodation for Magpie Farm.*
FPC made **no comment** on this application which has been **approved** by WBC.
 - 6.2.2 **22/02671/FUL – Telecommunications Mast, Yattendon.**
The installation of a 30 high lattice tower supporting 6 no. antennas and 2 no. 0.6m microwave dishes giving an overall height of 34.5m, the installation of 2 no. equipment cabinets and ancillary equipment within a 2.1m high fenced compound and associated ancillary equipment on land adjacent the M4 Motorway, Chapel Lane, Frilsham, Yattendon, Thatcham, Berkshire, RG19 0XT. (NGR: 455387, 173672).
FPC made **no comment** on this application which has been **approved** by WBC.
 - 6.2.3 **23/00480/NONMAT – Forge Cottage.**
Application for a Non-Material Amendment following grant of planning permission 21/01832/HOUSE – Erection of single storey rear extension with replacement of roof over existing rear extension and replacement of existing brick finish with cladding to

- match new extension; installation of 2 rooflights. Amendments: Approval of revised drawings showing reduction in the footprint of the proposed extension.*
FPC were not consulted on this application which was **refused** by WBC.
- 6.2.4 23/00695/HOUSE – Willow Cottage.**
Demolition of conservatory and side extension. Extension of dwelling to sides, and rear, alterations and porch.
FPC had **no objection** to this application which has been **refused** by WBC.
- 6.2.5 23/00763/HOUSE – Forge Cottage.**
Erection of single storey rear extension and replacement of roof of existing extension; installation of rooflights.
FPC had **no objection** to this application which has been **approved retrospectively** by WBC.
- 6.2.6 23/01150/PASOL – Frilsham Home Farm Dairy.**
Application to determine if prior approval is required for a proposed: Installation of solar panels on the roof of the Renegade Brewery building (hereafter known as the Building).
WBC has determined that **no application** is required for this proposal.
- 7 West Berkshire District Councillors Report.**
- 7.1 WBC Planning Department.**
There are a lot of staff vacancies within the Planning Department. There is currently no ecologist.
Local Authorities are obliged to work with stake holders to produce a Local Nature Recovery Strategy under the 2021 Environment Act. Windsor and Maidenhead District Council are leading on developing a Berkshire wide Local Nature Recovery Strategy.
- 7.2 Scrutiny Committee.**
District Cllr. Culver is the Chairman of the Scrutiny Committee.
Thames Water have been invited to a meeting in the Autumn about sewage spills and whether they have kept last year’s promises.
The Scrutiny Committee will be exploring why children receiving free school meals are massively underachieving.
Meetings are being held to consider the health implications of large developments.
- 7.3 Members Bids.**
A new round of Members Bids has opened, and applications have to be made by the 31st October.
- 7.4 Vehicles parked behind the garages.**
District Cllr. Culver continues to work on removal of the derelict vehicles behind the garages; a ford transit transporter and an off-roader.
- 8 Playground and Facilities around the Club Room.**
- 8.1 Update on the bin situation.**
FPC has been paying WBC for their contractor to empty the dog bin and two litter bins at the Clubroom. The service provided has been unreliable and at times completely non-existent.
In January 2023, WBC signed a new contract with increased costs to parishes, and assurances of a better service, but this has not proved to be the case. Whilst the contractors may arrive in the carpark, they rarely empty all the bins.
- 8.2 Consideration of an alternative contractor.**
The Clerk has obtained a quote from Tactical Facilities Management Ltd which is a similar price to the WBC contractor charges, however we would not be subject to the 10% service charge imposed by WBC.
It was resolved to move the contract to Tactical as soon as possible.

HP

8.3	<p><u>An update on the Playground.</u> No new issues were raised with the playground. It was noted that Cllr. Goodenough is believed to have the replacement posts for the fence parallel to the zip wire.</p>	
8.4	<p><u>An update on the replacement timbers.</u> AE Evans needs the specific measurements of the platform which needs replacing; the platform is not symmetrical and is made to order. Dates need to be identified by FPC when we will be ready for delivery. Cllr. Allum is sorting out the collection/delivery of the replacement post and the platform.</p>	MA BL
8.5	<p><u>An update on the surfacing.</u> Redlynch Leisure have made a site visit and given a quote to replace the surface where it is most worn. Clarification needs to be sought about how long the quote is valid for. Funding needs to be obtained for the work; possible sources include the Club Room (£2,229.50), Greenham Trust and a WBC Members Bid.</p>	HP
9	<p><u>Environment.</u></p>	
9.1	<p><u>Beechfield Lane Parking.</u> This is covered in the District Councillors report.</p>	
9.2	<p><u>Deer fencing on the School Lane Allotment.</u> Cllr. Goodenough is understood to have the materials. A working party needs to be organised to install the fencing.</p>	MA IC MG
9.3	<p><u>Further enhancements to the Pot Kiln Lane Allotment site.</u> A walnut tree and a cobnut tree have been donated to the community orchard by parishioners. A bench has also been donated for the quiet area. An IBC (Intermediate Bulk Container) for water has now been installed at the site. There was a discussion on other ways to improve the community orchard area.</p>	IC
10	<p><u>The Clubroom.</u> The Annual Assembly and the coffee morning sessions on the proposals for the Clubroom were very successful and lots of parishioners came along. To date the responses have not been analysed.</p>	BL
11	<p><u>Yattendon and Frilsham Sports and Social Trust.</u> The annual fete was very successful and broke several records. After expenses and the purchase of assets replaced during the pandemic, (costing £1,300) there was a profit of £23,400 of which 85% will go to the Trust and 15% will be donated to local deserving causes. This was the last year (and fete) with the current Chair. It is unclear who will take over for next year's fete; there have been discussions about whether the role could be split between multiple people.</p>	
12	<p><u>Clerk's Report.</u></p>	
12.1	<p><u>Correspondence.</u></p>	
12.1.1	<p>WBC Winter Service Plan 2023/24 – Comments by 15th August. It was noted that contents of the grit bins need to be checked.</p>	
12.1.2	<p>SSE Resilient Communities Grants – Closing date 31st July 2023.</p>	
12.2	<p><u>Items for The Broadsheet.</u> A summary of the meeting will be submitted to the Broadsheet with the new councillors and the new bin emptying contract being specifically mentioned.</p>	HP
13	<p><u>Finances.</u></p>	
13.1	<p><u>Financial Statement.</u> The Financial Statement was circulated to those present prior to the meeting and showed a balance of £42,616.36, after all payments and credits have cleared.</p>	

Payments since the last meeting:

Gigaclear (June and July Broadband)	£70.00
Salaries (May and June 2023)	£426.98
Bank Charges (15/4/23 to 14/6/23)	£25.00
BHIB – Insurance	£697.04
Internal Audit	£50.00

A bank reconciliation to the last statement dated 15th June 2023 with a balance of £43,671.89 was circulated prior to the meeting. The sum of £22,500 is ringfenced as a donation to the Clubroom for the refurbishment/rebuild project.

13.2 Verification of the Financial Statement.

Cllr. Lyon verified the financial statement against the bank statement.

14 Any Other Business.

14.1 Website.

Cllr. Lyon reported that he has identified various options including one recently used by the Bradfield Historical Society.

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

Date of next meeting:

Frilsham Parish Council: Wednesday 13th September 2023 at 7.30pm in the Clubroom.