

**Minutes of the Meeting of Frilsham Parish Council held on  
Wednesday 13<sup>th</sup> March 2024 at 7.30pm in Frilsham Clubroom.**

**Present**

Cllr. M. Allum (Chairman)  
Cllr. G. Barber  
Cllr. M. Goodenough  
Cllr. B. Lyon  
Cllr. R. Morley  
Mr. J. Hole (Yattendon Estate)  
Mrs. H. Pratt (Clerk)  
Two members of the public

**1**

**Public Session.**

The residents of Mallards Haven commented that they had received a visit from a WBC planning officer about the studio in their garden. This has been developed from a small part of the bungalow which was on the site prior it being redeveloped (a condition of the original redevelopment application was that the old bungalow should be removed). The residents were upset that their studio had been reported to WBC without the complainant talking to them first.

As a result, the residents are in the process of submitting a planning application for the studio.

**2**

**To receive apologies for absence.**

Apologies of absence were received from Cllr. I. Coxhead and District Cllr. Culver.

**3**

**Declarations of Interest.**

**3.1**

**To receive declarations of interest.**

There were no updates to the Register of Interests.

**3.2**

**Declaration of Interest in Agenda Items.**

Cllr. Allum declared an interest in the allotment fencing.

Cllr. Lyon declared an interest in the Clubroom as Chairman of the Clubroom Committee.

Cllr. Morley declared an interest in the Yattendon and Frilsham Sports and Social Trust.

**4**

**To approve minutes of meeting.**

The minutes of the meeting of FPC held on 10<sup>th</sup> January 2024 were approved as an accurate record of the meeting and signed by Cllr. Allum.

**5**

**Matters arising from the minutes.**

**5.1**

**SID Location.**

The Clerk has contacted WBC about whether there are any SID locations in Frilsham.

HP

**6**

**Report from Yattendon Estate.**

Work at the Pot Kiln is well underway. The carpark behind the pub is being resurfaced. An underground gas tank is being installed. The chimney has been removed. All being well it will reopen in May.

It was noted that the byway through the carpark needs to be kept clear and this was a condition of an earlier planning application. Mr. Hole will look into ways to keep the byway clear.

There had been enquiries about having a three-phase power supply to the Pot Kiln, but this proved to be astronomically expensive. As a result, kitchen equipment has been converted to single or two phase.

	<b>7</b>	<b><u>Planning</u></b>	
7.1		<b><u>Planning Applications received from WBC:</u></b>	
		No planning applications have been received from WBC for consultation.	
7.2		<b><u>Planning Decisions made by WBC:</u></b>	
		No planning decisions have been made on any planning applications in Frilsham.	
8		<b><u>West Berkshire District Councillors Report.</u></b>	
		District Cllr. Culver was not present at the meeting.	
9		<b><u>Playground and Facilities around the Club Room.</u></b>	
9.1		<b><u>Update on Replacement Surfacing.</u></b>	
		Cllr. Lyon reported that Red Lynch have been out and made a second site visit and measured up for replacement safety surfacing under all the equipment. A selection of quotes will be sent through, for Tiger Mulch and other surfaces as well as for the different pieces of equipment.	
		One grant application has been submitted for the project and it is hoped that a Greenham Trust grant might be obtained to match fund other funding for the project. The Clubroom Committee has agreed to make a contribution to the project.	
9.2		<b><u>Other matters in the Playground and around the Clubroom.</u></b>	
		Cllr. Allum has trimmed a number of the trees surrounding the Playground. He has also tightened up the zip wire and adjusted the break.	
		The RoSPA inspection is scheduled to take place in April. It is expected that issues will be raised including the rotting leg on the disability swing. It is possible that the top of the disability swing leg may be able to be used to replace part of the post on the multi-play unit which is rotting.	
		Mole hills appeared for a short time, luckily the moles have since moved on.	
		Emptying of the litter bins by the new contractor appears to be going well and regular checks of the level of litter have stopped.	
		Some depressions have formed in the repaired car park surfacing which have resulted in puddles. It is planned to fill these in.	
		Gigaclear still need to come out and permanently fix the Clubroom broadband cable which was originally installed too shallow under the carpark and got damaged during the surfacing work. A temporary fix was installed by Gigaclear immediately after the damage occurred.	
10		<b><u>Environment.</u></b>	
10.1		<b><u>Parking around the garages behind Beechfield Lane.</u></b>	MG
		There has been no change with the car, trailer and IBC situation behind the garages.	MA
10.2		<b><u>Deer fencing on the School Lane Allotment.</u></b>	IC
		Cllr. Goodenough will deliver the fencing to Holly Cottage, so that Cllr. Allum and Cllr. Coxhead can install it.	MA
		The fencing along the School Lane and footpath boundaries of the paddock is leaning at a precarious angle. Cllr. Allum will talk to Cllr. Coxhead about whether this is FPC or the Allotment Trust's responsibility. The Clerk will check the agreement between FPC and the Allotment Trust.	HP
10.3		<b><u>Further enhancements to the Orchard on the Pot Kiln Lane Allotment site.</u></b>	MA
		Cllr. Allum and his wife have planted 105 very small saplings from the Woodland Trust against the hedge.	MA
		Three more apple trees have been planted in memory of Christine Kettlewell.	
		Cllr. Allum needs to stabilise the bench.	
10.4		<b><u>Frilsham Emergency Plan.</u></b>	MA
		Cllr. Goodenough produced an initial draft of an Emergency Plan which was circulated prior to the meeting.	MA

	Cllr. Allum and the Clerk will have a meeting to progress it further.	HP
11	<p><b><u>The Clubroom.</u></b></p> <p>Cllr. Lyon has been pushing ahead with how to approach the redevelopment of the Club Room and refining the details before work can start.</p> <p>The Yattendon and Frilsham Sports and Social Trust, who own the land are closer to reaching an agreement with the Clubroom Committee. One of the issues is the liability for the development project which would legally lie with the trustee of the Sports and Social Trust.</p>	
12	<p><b><u>Yattendon and Frilsham Sports and Social Trust.</u></b></p> <p>The AGM of the Yattendon and Frilsham Sports and Social Trust will take place on the 26<sup>th</sup> March in Yattendon Village Hall.</p> <p>The Fete committee is looking for volunteers.</p>	
13	<p><b><u>Clerk's Report.</u></b></p>	
13.1	<p><b><u>Correspondence.</u></b></p>	
13.1.1	<p><b><u>Internal Auditor.</u></b></p> <p>Caroline Hyde, who has previously carried out the internal audit is unfortunately unable to complete the task this year. Various alternative people were discussed.</p>	
13.2	<p><b><u>Defibrillator.</u></b></p>	
13.2.1	<p><b><u>Electricity Supply for the phone box.</u></b></p> <p>The majority of the electricity cost (approximately £600 per year) for the defibrillator is the standing charge. If the defibrillator was moved to the Clubroom, there would be no standing charge for the defibrillator.</p> <p>When the defibrillator was first installed, installation was considered at the Clubroom, but the Community Heartbeat Trust statistics report that 80% of incidents requiring a defibrillator occur in the home and only 20% on the roadside or sports field. If the defibrillator is at the Clubroom, the bottom of Beechfield and School Lane are more than 400m from the defibrillator, which is the furthest the Ambulance Service will send someone for a defibrillator in the case of an emergency.</p> <p>It was agreed that the views of parishioners should be obtained on whether to move the defibrillator, initially through the article in The Broadsheet.</p> <p>Cllr. Allum has explored other contracts, and it was agreed to move the contract to Octopus Energy which will give a small saving if they charge for the minimum number of units on the agreement (significantly more than will be used).</p>	HP
13.2.2	<p><b><u>New Battery/The Circuit.</u></b></p> <p>The battery in the defibrillator needs to be replaced. The Clerk has ordered one and will install it once it has arrived.</p> <p>Whilst the Clerk has registered the defibrillator with The Circuit (the Ambulance Service database), the lady who checks the defibrillator on a regular basis was not registered and could not update the Circuit. The Clerk and the lady concerned are working together to rectify the situation.</p>	HP
13.3	<p><b><u>Items for The Broadsheet.</u></b></p> <p>The Clerk will write up a summary of the meeting for the Broadsheet, including the possible relocation of the defibrillator.</p>	HP
13.4	<p><b><u>Annual Parish Meeting (Wednesday 15<sup>th</sup> May).</u></b></p> <p>Martin Kelly, MD at the Renegade Brewery has agreed to talk about recent changes and plans for the future of the brewery at the Annual Parish Meeting.</p> <p>It was agreed that a good way to invite and remind parishioners about the meeting is paper flyers to all houses in the parish. The Clerk will organise these for distribution by councillors towards the end of April.</p> <p>Cllr. Allum and his wife will organise refreshments.</p>	MA

**14**    **Finances.**

**14.1**    **Financial Statement.**

The Financial Statement was circulated to those present prior to the meeting and showed a balance of £44,248.90, after all payments and credits have cleared.

Payments since the last meeting:

Gigaclear (February and March 2024)	£74.00
Salaries (January and February 2024)	£426.98
Bank Charges (15/12/23 to 14/2/24)	£22.00
Bin emptying (January and February 2024)	£87.05
FY23/24 Expenses and defibrillator battery	£254.40

The Financial Statement reconcile to the balance to the last statement dated 15<sup>th</sup> February 2024 which showed a balance of £43,988.41. On the 31<sup>st</sup> March 2023, £22,500 was ringfenced as a donation to the Clubroom refurbishment/rebuild and £3,500 for the play area.

**14.2**    **Verification of the Financial Statement.**

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

**15**    **Round Table comments.**

**15.1**    **Savings Account.**

Given the level of savings, it was suggested that a savings account be considered at the next meeting.

There being no further business the meeting closed at 8.45pm.

**Date of next meetings:**

**Frilsham Parish Council: Wednesday 8<sup>th</sup> May 2023 at 7.30pm in the Clubroom.**

**Annual Parish Meeting: Wednesday 15<sup>th</sup> May 2023 at 7.30pm in the Clubroom.**