

## **Frilsham Parish Council**

To: All members of Frilsham Parish Council,

You are hereby summoned to attend the annual meeting of Frilsham Parish council. If you are unable to attend, please notify the clerk.

Notice of Meeting Date: Wednesday 8th May 2024

Time: 7.30pm

Location: Frilsham Clubroom.

*Helen Pratt*

Helen Pratt – Clerk to Frilsham Parish Council

2<sup>nd</sup> May 2024

### **Public Participation**

**The first 10 minutes are available for the public to express a view or ask a question.  
The public are welcome to stay and observe the rest of the meeting.**

### **Agenda.**

1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
2. To elect the Vice-Chairman.
3. To receive apologies for absence.
4. Declarations of Interest.
  - 4.1. To receive any updates to the Register of Interests.
  - 4.2. To receive declarations of interest in any agenda items.
5. To approve the minutes of the following meetings:
  - 5.1. Frilsham Parish Council meeting on Wednesday 13<sup>th</sup> March 2024.
  - 5.2. Extra Ordinary Meeting of Frilsham Parish Council on Wednesday 17<sup>th</sup> April 2024.
6. Matters arising from the above meetings not mentioned elsewhere on the agenda (note that no decisions may lawfully be made but information may be exchanged).
7. To review Corporate Policies:
  - 7.1. Standing Orders,
  - 7.2. Financial Regulations (NB. An updated Financial Regulations is expected from NALC at the beginning of May),
  - 7.3. Code of Conduct.

8. To review the Council asset register.
9. To consider the Risk Assessment.
10. To review the Council insurance policy.
11. To confirm positions on external committees:
  - 11.1. Frilsham Futures Implementation Group,
  - 11.2. Yattendon and Frilsham Sports and Social Trust,
  - 11.3. Pang Valley Flood Forum.
12. To fix the dates and times of ordinary meetings of the Council.
13. Report from Yattendon Estate.
  - 13.1. To receive a report from Mr. James Hole.
14. Planning.
  - 14.1. To receive an update on any planning decisions made by WBC.
15. West Berkshire District Council Business.
16. Playground and Facilities around the Club Room.
  - 16.1. To consider the RoSPA inspection.
  - 16.2. To receive an update on grant applications/funding and quotes for replacement surfacing.
  - 16.3. To receive a report on other matters associated with the Playground and around the Club Room.
17. Environment.
  - 17.1. To receive an update on Beechfield parking.
  - 17.2. To receive an update on deer fencing on the School Lane allotment.
    - 17.2.1. To consider the quotes for extra posts and gates required (see email from Ian Coxhead).
  - 17.3. To receive an update on enhancements to the Orchard and Pot Kiln Lane allotment site.
  - 17.4. To consider next steps with the Emergency Plan.
18. The Clubroom.
  - 18.1. To receive an update on plans.
19. Yattendon and Frilsham Sports and Social Trust.
  - 19.1. To receive a report
20. Clerk's Report.
  - 20.1. To consider a report of expenditure and income against budget in FY23/24.
  - 20.2. To receive an update on the frilsham.org.uk domain and the website.
  - 20.3. Correspondence.
    - 20.3.1. To consider which properties potentially need on street charging points.
  - 20.4. To receive any updates on defibrillators/cabinets not requiring power.

20.5. To consider items for the June Broadsheet.

20.6. To make any final arrangements for the Annual Parish Meeting (Wednesday 15<sup>th</sup> May 2024).

21. Finance

21.1. To consider the Financial Statement and authorise cheques.

22. Any Other Business (N.B. No decisions may lawfully be made under this item, but matters may be discussed which involve no more than an exchange of information).

**Annual Parish Assembly:** Wednesday 15<sup>th</sup> May 2024 at 7.30pm in the Clubroom.

**Extra ordinary meeting:** Wednesday 19<sup>th</sup> or 26<sup>th</sup> June 2024 (to claim exemption from External Audit and to receive the internal auditors report).

**Next Full Parish Council meeting:** Wednesday 10<sup>th</sup> July 2024 at 7.30pm in the Clubroom.

CLERK