

**Minutes of the Annual Meeting of Frilsham Parish Council held on
Monday 18th May 2026 at 7.30pm in Frilsham Clubroom.**

Present

Cllr. M. Allum (Chairman)
Cllr. B. Lyon
Cllr. R. Morley
District Cllr. C. Culver
Mrs. H. Pratt (Clerk)
Mr. J. Hole

Public Session.

No matters were raised during the public session.

1 Election of a Chairman.

Cllr. Morley proposed that Cllr. Allum be Chairman of FPC for the coming year. This was seconded by Cllr. Lyon and unanimously agreed.

Cllr. Allum signed his declaration of office as Chairman of FPC.

2 Election of a Vice Chairman.

Cllr. Morley proposed that Cllr. Coxhead be Vice Chairman of FPC for the coming year. This was seconded by Cllr. Lyon and unanimously agreed.

3 Apologies for Absence.

Apologies for absence were received from Cllr. Barber, Cllr. Coxhead and Cllr. Goodenough.

4 Declarations of Interest.

4.1 To receive declarations of interest.

There were no updates to the Register of Interests.

4.2 Declaration of Interest in Agenda Items.

Cllr. Allum declared an interest in the allotments.

5 Approval of Minutes of the FPC meeting on Monday 16th March 2026.

It was resolved that the minutes of the meeting of FPC held on Monday 16th March 2026 were a true record of the meeting, and they were signed by the Chairman.

6 Matters arising from the minutes.

No matters were raised.

7 Insurance Policy.

The Clerk advised that Clear Councils Insurance broker has changed the company who underwrites their policies to Ecclesiastical. Ecclesiastical are a not-for-profit organisation who specialise in insurance for charities and not-for-profit organisations.

This is the second year of a three-year fixed term agreement.

8 To confirm positions on External Committees:

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

Frilsham Clubroom Development Group (replaces Frilsham Futures Implementation Group): Cllr. Lyon.

Pang Valley Flood Forum: Cllr. Goodenough.

9 Dates and Times of Council Meetings for 2026/27.

It was agreed that subject to availability of the Clubroom, meetings will continue on the third Monday of alternate months:

- 20th July 2026,
- 21st September 2026,
- 16th November 2026,
- 18th January 2027,

- 15th March 2027,
- 17th May 2027 (annual meeting of council, after election).

There will be an extra ordinary meeting on a Monday in June after the internal audit. This meeting will be for the internal auditor's report to be considered and to approve the AGAR.

10 To receive a report on Yattendon Estate from Mr. James Hole.

Mr. Hole reported that two listed building applications have been submitted to WBC for improvements to properties in Yattendon. A planning application has been submitted at Charles Court Farm for a dog walking field.

The Estate is attempting to carry out control of squirrels because they are damaging a lot of the young trees.

A question was asked about foot balls going from the football pitch (next to the Clubroom) over to the fence into the deer park. People then attempt to climb the fence to retrieve balls and damage the fence. A higher fence might be a solution. It was further questioned how much of a problem this really is.

Concern has been raised by residents of Hatchets Lane about the hedge opposite their properties. As a result, the Estate has had the hedge and trees surveyed. Dead wood in the hedge has been dealt with. It was noted that the hedge has got taller on the field side; this has occurred largely because the deer fencing on the field side of the hedge makes it difficult to cut.

11 Planning.

11.1 Update on planning matters:

It was noted that the unsold site at the lime quarry was due to be auctioned yesterday, the 17th May.

11.2 Planning Decisions made by WBC:

No decisions have been made on any applications in Frilsham.

12 Report from District Councillor Carlyne Culver.

District Cllr. Culver reported that at WBC has held its annual meeting and she remains as Chair of the Scrutiny Committee.

The Scrutiny Committee met last week and considered the environment, a lot of the projects have been suspended, and a new business plan is being developed for the solar farm at Grazeley, which should be available later in the year.

On Saturday 16th May, Surfers against Sewage held an event in Victoria Park.

At the September Scrutiny Committee meeting, Thames Water, the Environment Agency and WBC will all be discussing flooding; no one wants to take responsibility.

There are changes in how planning applications will be determined being bought in.

Essentially more applications will be determined by planning officers rather than by one of the three existing planning committees. Currently, applications are considered by the relevant planning committee if the District Councillor calls the application in, or if there are ten or more letters of objection. In the changes, District Councillors won't be able to call in applications and the number of letters of objection will not mean an application is considered by the planning committee. As a result, many fewer applications will be considered by the planning committees, and it is likely that the East and West Planning Committees will be merged.

Central Government are expected to make their decision on the Local Government Reorganisation by mid-July.

District Cllr. Culver has written to the social housing regulator about the sale of social housing, when properties become empty, even after air source heat pumps have been installed. Properties are being judged subjectively on whether they should be kept or sold. The trial of the pedestrianisation of Northbrook Street in Newbury is scheduled to end in

	September.	
13	<u>Playground and Facilities around the Clubroom.</u>	
13.1	<u>RoSPA Inspection.</u> The RoSPA inspection report was viewed as not being as bad as it might have been. Decay in one of the posts on the multiplay unit was identified; this was known about and being monitored. The middle of one of the caps on the underside of the springer was identified as missing. There was also suggestion that there was wear in the shackle bolts on the swings, but there is no movement in them to support this view. The area of the post on the multiplay causing concern is around the level of the deck; the post is one of five or six which support the deck. It was agreed to look at a wood hardener and a filler and possibly a protective metal sleeve.	MA
13.2	<u>Update on funding for surfaces and to discuss options.</u> Cllr. Lyon reported that he had registered the application with the “Good Exchange” but couldn’t edit the application. Cllr. Lyon will pursue this issue. It was agreed to look at the cost of replacing some of the equipment. The roof on the multiplay unit is in a poor state, with one of the boards missing. Cllr. Allum will look at this. It was agreed that there would be a site inspection of the playpark, by several councillors together after the next FPC meeting.	BL MA
13.3	<u>Other facilities around the Clubroom.</u> Bin emptying at the Clubroom is no longer being monitored and no problems have been observed. At the BBQ (on the 4th May), there were no complaints about the facilities. Recently some of the smaller trees in the boundary between the carpark and the road blew down into the carpark. Cllr. Lyon has tidied up the worst of these.	
14	<u>Defibrillators.</u>	
14.1	<u>Ipad Defibrillator at the Clubroom.</u> The Ipad defibrillator is destined to be installed at the Clubroom. Cllr. Lyon is contacting an electrician to install the cabinet on the external wall facing the football pitch. The Clerk asked Cllr. Lyon to check if the defibrillator needed new pads or a new battery.	BL
14.2	<u>Zoll Defibrillator and the Circuit database.</u> The Zoll defibrillator and cabinet, installed in the phone box is being checked by Cllr. Allum. The check needs to be recorded with the Circuit database. Cllr. Allum has an account on the Circuit but needs to be allocated the defibrillator to record checks.	HP
15	<u>Allotments.</u>	
15.1	<u>The Community Orchard.</u> The Community Orchard is looking good. There has been criticism from three allotment holders who believe that the newly planted hedge infringes on their allotment plots, however their allotment plots aren’t being maintained in the traditional sense of allotments. The Frilsham Allotment Trust has walked round the Pot Kiln Lane site and reviewed it. A working party is needed to generally tidy up the site. The School Lane site is looking smarter and being well used.	
16	<u>Environment.</u>	
16.1	<u>Parking at the top of Beechfield Lane and behind the garages.</u> There’s been no change to the parking at the top of Beechfield Lane or behind the garages.	

17	<u>Moving to the .gov.uk domain.</u>																									
17.1	<u>Readiness to switch off the old website.</u> Cllr. Lyon commented that after renewing the old domain, the urgency to check that all the information on the website has been copied to the new website had reduced.	BL																								
17.2	<u>Use of frilshamparish.gov.uk email addresses.</u> Cllr. Morley reported that he is struggling with the new email and requested a new password, which the Clerk will generate.	HP																								
18	<u>Clubroom.</u> Cllr. Lyon reported that the redevelopment of the Clubroom has hit an issue in that the costs suggested by two architects are hundreds of thousands of pounds apart. The Development Group are trying to work out why they are so different and to understand the costs. Cllr. Lyon commented that there was work going on, but there was nothing to show for it.	BL																								
19	<u>Yattendon and Frilsham Sports and Social Trust.</u> At the AGM of the Trust, it was reported that a number of discretionary grants had been distributed through the year, including one to FPC for the Zoll defibrillator. The Trust is in the early phases of installing a children's playground in Yattendon, currently there are three sites being considered. The lease on the cricket field has been renewed for a further 21 years. There has been no fete this year and as a result there will be very limited discretionary grants. It is thought very likely that there will be a fete in 2027, with a new person running the fete committee.																									
20	<u>Clerk's Report.</u>																									
20.1	<u>To receive an update on the Bank account.</u> The Clerk reported that online banking is now set up on the Lloyds account. It was therefore agreed to close the HSBC account and transfer the funds to the Lloyds account.	HP																								
20.2	<u>Update on Internal Audit.</u> The Clerk reported that she will be meeting with Mike Platten from April Skies on Wednesday 20 th May to complete the internal audit.	HP																								
21	<u>Finances.</u>																									
21.1	<u>Review of Expenditure against Budget for FY25/26.</u> The Clerk circulated a report on income and expenditure against the budget for the year ending the 31 st March 2026.																									
21.2	<u>Bank reconciliation for FY25/26.</u> A summary bank reconciliation for the full financial year was circulated to Councillors prior to the meeting, showing income of £11,176.69 and expenditure of £11,952.71.																									
21.3	<u>Financial Statement and Payments.</u> Payments made since the last meeting: <table> <tr> <td>March staff costs</td><td>£352.66</td><td></td></tr> <tr> <td>Autela Payroll services</td><td>£207.60</td><td></td></tr> <tr> <td>Gigaclear</td><td>£78.00</td><td>24/3/2026 to 23/5/2026.</td></tr> <tr> <td>Lloyds bank charges</td><td>£4.25</td><td>10/2/2026 – 9/3/2026</td></tr> <tr> <td>HSBC bank charges</td><td>£5.00</td><td>15/3/2026 – 14/4/2026</td></tr> <tr> <td>April & May staff costs</td><td>£705.32</td><td></td></tr> <tr> <td>Microsoft</td><td>£138.24</td><td></td></tr> <tr> <td>Heart Internet</td><td>£14.39</td><td></td></tr> </table>	March staff costs	£352.66		Autela Payroll services	£207.60		Gigaclear	£78.00	24/3/2026 to 23/5/2026.	Lloyds bank charges	£4.25	10/2/2026 – 9/3/2026	HSBC bank charges	£5.00	15/3/2026 – 14/4/2026	April & May staff costs	£705.32		Microsoft	£138.24		Heart Internet	£14.39		
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	GoDaddy	£15.59	
	Bibby Commercial Finance Ltd	£83.84	Bin emptying March & April.
	Frilsham Clubroom	£28.00	Rent 19/1/26 & 16/3/2026.
	Playsafety Limited	£109.20	RoSPA inspection.
	Clear Insurance Management Ltd	£781.26	Insurance 1/6/2026 – 31/5/2027
	Cllr. Morley verified the bank statement against the finance report.		
22	<u>Any Other Business.</u>		
22.1	<u>Frilsham APA.</u>		
	Cllr. Allum thanked councillors for all their help with refreshments at the APA. Cllr. Allum was thanked for providing drinks and organising the refreshments.		

There being no further business the meeting closed at 8.55pm.

Date of meetings in 2026, starting at 7.30pm in the Clubroom:

Monday 20th July 2026

Monday 21st September 2026

Monday 16th November 2026

Monday 18th January 2027

Monday 15th March 2027

Monday 17th May 2027