Minutes of a Meeting of Frilsham Parish Council held on Monday 21st September 2026 at 7.30pm in Frilsham Clubroom.

Present

Cllr. M. Allum (Chairman)
Cllr. I. Coxhead
Cllr. B. Lyon
Cllr. R. Morley
District Cllr. C. Culver
Mrs. H. Pratt (Clerk)
Mr. J. Hole
Dr. A. Benn who was co-opted during the meeting.

Public Session.

No matters were raised during the public session.

1 Apologies for Absence.

Apologies for absence were received and accepted from Cllr. Goodenough.

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 allotments.

3 Co-option of a new councillor.

Cllr. Morley proposed that Dr. Benn be co-opted to FPC. This was seconded by Cllr. Coxhead and unanimously agreed. Cllr. Benn signed her declaration of office.

4 Approval of Minutes of the FPC meeting on Monday 20th July 2026.

It was resolved that the minutes of the meeting of FPC held on Monday 20th July 2026 were a true record of the meeting and were signed by the Chairman.

5 Matters arising from the minutes.

No matters were raised.

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

There have been no changes to Estate property since the last meeting.

Work has started marking Christmas trees and the Christmas Barn will open on the 13th November.

Following concerns about fire risk, a felling plan, in Sulham Copse, has been developed with work being carried out either this Autumn or next year. Firebreaks which are expected to be 25m wide will be cut through the area and around the edge. It was questioned why the firebreaks don't go all the way to the edge; Mr. Hole commented that he thought that it may exceed the restrictions on how much open space can be created (but he will confirm this). Mr. Hole will share a 'start date' for the work with residents/FPC. JH

The health of trees on Coach House Hill was raised. The Estate carries out regular surveys of high risk areas. Trees with an orange mark need work, but not necessarily felling.

The Estate has an obligation to control bracken and rhododendrons, both invasive species.

7 Planning.

7.1 Planning applications on which FPC has been consulted by WBC:

7.1.1 26/01735/HOUSE – 2 Four cottages, Beechfield Lane.

Loft conversion with one rear facing dormer window and one front facing rooflight.

	FPC has submitted a comment of **no objection** on this application.	
7.1.2	**26/01305/HOUSE – Sunnyside.** *Erection of oak framed garage with first floor space following removal of existing garage.* An amendment has been submitted to remove the glazed gable and replace it with 2 dormer windows. It was agreed that FPC has **no objection** to the amendment, subject to the garage and first floor space not being let out in any way and there being restrictions on external lighting.	
7.2	Planning Decisions: No planning decisions have been made since the last meeting.	
8	**Emergency Plans.**	
8.1	Update from Royal Berkshire Fire and Rescue Service (RBFRS). It was agreed that a summary of the talk from RBFRS should be submitted for the next edition of The Broadsheet. Cllr. Morley and Cllr. Coxhead have been working to locate all the fire hydrants in the parish, many of which have not been maintained in recent years. They have mapped all the hydrants and listed 'What3Word' locations for them. The map and list will be sent to RBFRS.	RM IC
8.2	Emergency Planning. It was agreed that a separate meeting is needed to look at the development of an Emergency Plan for Frilsham. Cllr. Benn will organise this meeting. Different types of emergencies need to be considered. WBC is running an Emergency Planning workshop on 22nd October; Cllr. Benn will register to attend.	 AB AB
9	**Report from District Councillor Carolyne Culver.**	
9.1	Local Government Reorganisation. Central Government has put a pause on the reorganisation of Local Government and the formation of the new Ridgeway Council. An answer on whether the proposal is to go ahead is expected in mid October.	
9.2	Scrutiny Committee. A water Scrutiny meeting was held with both Thames Water and the Environment Agency in attendance. This meeting is available via 'YouTube'. The next Scrutiny meeting (22nd September) will look at the WBC Q1 figures and the Grazley solar farm. The WBC financial position is very precarious, mainly due to the cost of adult social care and SEN.	
9.3	Planning. The process for determining planning applications will change at the end of October. District Councillors will no longer be able to request that applications be considered by the area Planning Committee, and ten, or more, letters of objection will no longer result in a planning application, written up for approval, being considered either. All schedule 1 applications (smaller applications) will be determined by planning officers. This change has been mandated by Central Government. As a result of the changes, the Eastern and Western Area Planning Committees will be disbanded leaving only the District Planning Committee. Only larger planning applications may be considered by the Planning Committee.	
10	**Playground and Facilities around the Clubroom.**	
10.1	Weekly Inspections. Cllr. Allum reported that another post on the toddler swing is showing signs of rot. The	

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	hole in the post on the multi-play unit is getting worse.	MA
10.2	<u>To review the repairs to the platforms.</u>	
	Redlynch Leisure replaced two of the platforms on the multi-play unit, but all four platforms really needed to be replaced. Cllr. Allum will purchase suitable material to replace the other platforms and install them, up to a value of £200.	MA
	Cllr. Allum will look at the posts on the multi-play and research possible options.	MA
10.3	<u>To review the surfacing.</u>	
	Cllr. Allum reported that he had seen rubber chips, which looked like wood chip, in a play area in Brightwalton. He attempted to contact the Clerk of Brightwalton PC to find out more about the rubber chips.	MA
	Cllr. Lyon is working on the application to Greenham Trust for funding for the surfacing.	BL
10.4	<u>Facilities around The Clubroom.</u>	
	No issues were raised with any of the other facilities around the Clubroom.	
11	**<u>Telephone Box.</u>**	
11.1	<u>Ipad Defibrillator at the Clubroom.</u>	
	It was agreed that FPC would pay for the electrician's invoice (£189) for the installation of the defibrillator cabinet at the Clubroom. The defibrillator will remain on FPC's asset register.	HP
11.2	<u>Checking Defibrillator and the Circuit Database.</u>	
	Both the defibrillators are now, correctly, registered on the Circuit database. Cllr. Allum has an account on the database and will inspect and then update the database as necessary.	MA
	The Broadsheet needs to be updated with information about both the defibrillators.	HP
11.3	<u>Repairs to the Telephone Box.</u>	
	It was agreed that Cllr. Coxhead would order the required parts for repairs to the telephone kiosk from X2Connect, including extra glass, up to a value of £600 excluding VAT.	IC
12	**<u>Allotments.</u>**	
12.1	<u>The Community Orchard.</u>	
	A member of the community has watered the trees with over 1,000 litres of water during the dry weather. It was agreed that FPC would write and thank the parishioner.	HP
	Extra hedging could be planted to further enhance the orchard. The Clerk will explore opportunities with the Woodland Trust and Greenham Trust.	HP
13	**<u>Environment.</u>**	
13.1	<u>St. Frideswide Well</u>.	
	A parishioner has inquired about whether FPC can renovate the area around St. Frideswide well. The well top and landscaping was completed as part of a millieum project.	
	Cllr. Allum agreed that the leaves would be blown clear of the site and that the well top would be cleaned.	MA
14	**<u>Moving to the .gov.uk domain.</u>**	
14.1	<u>Progress towards switching off the old website.</u>	
	The contract for the Frilsham.org.uk domain has expired. Ideally, ParishOnline will take on the redirection to frilshamparish.gov.uk. The old site is now inaccessible. Cllr. Lyon removed all the information, which he considered useful, prior to it becoming inaccessible, and has started adding it to the new website.	

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14.2 Use of frilshamparish.gov.uk email addresses.
Cllr. Morley cannot access his frilshamparish.gov.uk email address. The Clerk will attempt to resolve the issues with this account. HP
The Clerk will request Parish Online add an email account for Cllr. Benn. HP

15 **The Clubroom.**
Cllr. Lyon reported that a football club using the pitch at the Clubroom is planning to relaunch. There is also the possibility of a Pangbourne Youth team using the pitch.
Frilsham Futures Implementation Group (FFIG) has been devolved, and the funds have been passed to the Clubroom for the redevelopment.
On behalf of the Clubroom, Cllr. Lyon has taken an action to contact builders and architects to obtain more costing information on rebuilding the Clubroom.

16 **Yattendon and Frilsham Sports and Social Trust.**
The Trust held a relaunch event for the Fete which was viewed as being successful. People were generally happy with the proposals which included children's games, craft demonstrations and more traditional activities.
Much of the planning for the fete is being carried out using the mapping facility offered by Parish Online.

17 **Clerk's Report.**

17.1 To review Corporate Documents.
The Standing Orders and Financial Regulations were reviewed and agreed.

17.1.1 **Risk Assessment.**
The Risk Assessment was reviewed and agreed. Cllr. Allum signed the most recent version.

17.2 To appoint April Skies as the Internal Auditor for 2026/27.
It was agreed to appoint April Skies Accounting to carry out the internal audit for FY26/27 at a cost of £290.00.

17.3 LGA Pay Award.
It was agreed to increase the Clerk's salary in line with the LGA pay award and back date it to the 1st April 2026.

17.4 Correspondence.

17.4.1 **District Parish Conference – Tuesday 13th October.**

17.4.2 **WB CAB.**
It was agreed not to support WB CAB..

18 **Finances.**

18.1 Financial Statement and Payments.
A financial statement to the 21st September 2026 was circulated to Councillors prior to the meeting, showing income of £6,276.75 and expenditure of £5,797.55, with a balance in the Lloyds account, after all transactions have cleared, of £45,411.47.
Payments made since the last meeting:

Month 4 & 5 staff costs	£705.32	July and August
Gigaclear	£82.00	Broadband 24/7/26 – 23/9/26
Lloyds bank charges	£8.50	10/6/26 – 9/8/26
Redlynch Leisure Installations Ltd	£1,890.00	Replacement of decking on play area.
Bibby Commercial Finance Ltd	£143.84	Emptying of bins July & August

Cllr. Morley verified the bank statement against the finance report.
It was agreed to add Cllr. Coxhead and Cllr. Lyon would be added to the bank mandate. HP

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19	**<u>Any Other Business.</u>**	
19.1	<u>Date of Creation of FPC.</u> Cllr. Lyon asked about the date when Frilsham Parish Council was formed, which is needed for applications to the Good Exchange. It was thought to be the 1st April 1972. FPC does not have any accreditations.	BL
19.2	<u>Councillor Core Skills Training.</u> Cllr. Benn will book and attend the Councillor Core Skills training course which is run by HALC.	AB

There being no further business the meeting closed at 9.37pm.

Dates of meetings in 2026/27, starting at 7.30pm in the Clubroom:

Monday 18th January 2027
Monday 15th March 2027
Monday 17th May 2027

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Signed: Date: