



# LAMBOURN PARISH COUNCIL

The Memorial Hall, Oxford Street, Lambourn, Berkshire. RG17 8XP

Telephone: 01488 72400

Clerk: Mrs. Karen Wilson

Assistant Clerk: Rachael Burns

email: info@lambourn-pc.gov.uk

## MINUTES OF THE BOSA COMMITTEE MEETING 20th OCTOBER 2021, 7.30PM AT THE MEMORIAL HALL

In attendance: Cllr Bulbeck Reynolds, Cllr Billinge Jones, Cllr Bracey, R.Burns (Assistant Clerk)

Members of the public: Bruce Laurie (Church Warden), Pierre Josling (Allotment Society), Ruth Andreski (Lambourn Environmental Group), Louise Wilkin (Mill Lane Working Group)

Via Zoom: Cllr Leeming

Apologies: Cllr Noll (away)

### 22.ELECTION OF CHAIR

Cllr Bulbeck Reynolds proposed to roll this over to the next meeting when more members would be in attendance, this was unanimously agreed. Cllr Bulbeck Reynolds agreed to chair this meeting as Vice Chair

### 23.MINUTES OF PREVIOUS MEETING TO BE APPROVED

The minutes of the last meeting on 18<sup>th</sup> August were unanimously approved and signed by the Vice Chair.

### 24.FINANCE REPORT

The Vice Chair went through the financial report line by line to obtain Committee agreement on projected figures for 2022/23. After discussion the Committee decided on the following **Actions**:

- **Asst.Clerk** to ask the **Clerk** to update system and sheets with the budget figures agreed.
- **Cllr Billinge-Jones** to show the Asst.Clerk where the stopcock is for the cemetery water supply so that it can be turned off for winter.
- **Pierre Josling** to look at the compost heap in the cemetery and see if it's of any use to the Allotment Society.
- **Asst.Clerk** to establish whether it would be possible for the gravedigger to separate good soil from chalk in future when moving spoil to the compost area.
- **Asst.Clerk** to ask Will Riggall at Jockey Club Estates to recommend a land agent and to contact Fisher Germans, an agent suggested by Cllr Bracey. Land evaluations to be completed and supplied to the Finance Committee in advance of their next meeting on 24<sup>th</sup> November.
- **Asst. Clerk** to provide a firm figure for next year's grass cutting contracts.
- **Asst. Clerk** to arrange a meeting with **Bruce Laurie** regarding a proposal for tree works and paths maintenance at St Michael's.
- **Asst.Clerk** to double check whether LPC have reserves of sandbags.

- **Asst.Clerk** to add a figure to budget line 2320 when **Bruce Laurie** submits a grant proposal for Woodland St. Mary Church.
- **Asst.Clerk** to obtain quotes to replace the Skate Park at the Old Cricket Field prior to the Finance Committee meeting on 24<sup>th</sup> November.

Ruth Andreski of Lambourn Environmental Group gave an update on the status of their woodland project. There is an issue over ownership of the trees which may lead to them having to seek a new site. Unbranched tree seedlings can only be obtained free of charge from the Woodland Trust if the proposed site has public access, otherwise they must be purchased. Although Lambourn Environmental Group do not currently need any financial assistance, if a site with public access can't be agreed then they may approach the Parish Council in the future.

## **25.BOSA TRACKER REVIEW & 27.MILL LANE**

The Chair suggested the Committee include agenda item number **27. Mill Lane** within this discussion and that for this and future meetings discussion of the BOSA Tracker be limited to only those items requiring actions. The Committee unanimously agreed on both points.

**Cllr Billing-Jones** gave an update on the progress of the Mill Lane working Group with a summary of suggested changes, currently uncosted.

**Louise Wilkin** put forward arguments to the committee for the retention of the hedge at Mill Lane. These took in why the impact of removing the hedge on anti-social behaviour may only be very minor and the existing legal protections for established hedges. The Mill Lane Hedge meets the criteria for protection as it is over 20 metres long, over 30 years old, borders common land and contains diverse species.

A request was received to change the rules at Eastbury Furze so that dogs must remain on leads, this was to bring it in line with new rules in place on church grounds. The Committee voted not to change the rules. Proposed Cllr Billing-Jones, seconded Cllr Bracey.

The Committee decided on the following **Actions**:

- **Clerk and Vice Chair** to add the possible removal of the hedge to their meeting with West Berkshire Council with a view to obtaining documentation confirming the legality or otherwise of removing it.
- **Asst.Clerk** to arrange all works on wooden supports for the basket swing and play unit at Eastbury Furze with Vitaplay. The monkey bar support should be included in this providing it can be done within the budget quoted by the other contractor.
- **Asst. Clerk** to arrange with Vitaplay the replacement of the Cradle swing seats at Mill Lane and the replacement of the steps on the slide at Mill Lane,
- **Cllr Bulbeck Reynolds (Vice Chair)** to undertake a risk assessment of the paths and kerbing at Upper Lambourn Cemetery.

## **26.CEMETERY**

The Vice Chair confirmed that the purchase of land adjacent to Upper Lambourn Cemetery by Rooksnest is now complete. Negotiations can begin concerning the possibility of obtaining this land to extend cemetery capacity. The committee agreed the following

### **Action:**

- **The Clerk** to arrange a meeting Cllr Bulbeck Reynolds, Cllr Billing-Jones and Rob Turner of Rooksnest.

The Vice Chair led a discussion concerning whether updates are required to the existing cemetery regulations to make them user friendly, clear, and consistent. The Asst.Clerk put forward some suggestions and the Committee unanimously agreed to make the following **changes:**

- 1) That the regulations be split out into a version for Funeral Directors and a version for cemetery users.
- 2) That a grace period be introduced that would allow the placing of mementos on graves for a period of three calendar months after interment, provided items don't contravene other cemetery regulations.
- 3) That at the end of the grace period Lambourn Parish Council would remove any items remaining on the grave site and store them for a period of six months, after which they would be disposed of if unclaimed. Cemetery users to be informed of removed items and how to claim them by means of a dated, laminated card left at the grave site.

The Committee decided on the following **Action:**

- **Asst.Clerk** to rewrite the cemetery regulations to include the agreed changes and ensure the other existing regulations are consistent and easily understandable. The rewritten version to be put forward for consideration by the committee before the next BOSA meeting.

## **27.MILL LANE RECREATIONAL GROUND**

Discussed under agenda item **25. BOSA TRACKER REVIEW.**

## **28. W.I REQUEST**

The committee unanimously agreed to a request from the W.I to plant a commemorative tree in the grounds St Michael's Church.

## **29. PLAYGROUNDS**

The committee unanimously agreed to award the works at Eastbury Furze to Vitaplay as outlined in agenda item **25. BOSA TRACKER REVIEW.**

The chair led a discussion regarding where and how LPC might make additional undercover seating available. As a result of this discussion the committee agreed the following **Actions:**

- **Asst.Clerk** to look at options for refurbishing the undercover seating area at The Old Cricket Field and obtain quotes.
- **Cllr Bulbeck Reynolds (Vice Chair)** to talk to Howard Woollaston at WBC regarding the potential for undercover shelters on land at Woodbury and Northfields

### **30. MEMORIALS – INFORMATION ONLY**

### **31. ITEMS FOR FUTURE AGENDA**

**Cllr Billing-Jones** requested that the Mill Lane Upgrade be a standing item on future agendas.

Meeting ended 9.20pm

Chair:

Date: