



# LAMBOURN PARISH COUNCIL

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## MINUTES OF A MEETING OF THE BOSA COMMITTEE ON WEDNESDAY 13<sup>th</sup> DECEMBER 7.00pm AT THE MEMORIAL HALL

**Present:** Cllr Harris, Cllr Rieunier, Cllr Atkinson, Cllr Noll, R Burns (Deputy Clerk)

**Apologies:** Mike Billinge-Jones (Co-opted), Bruce Laurie (Co-opted), Cllr Bracey, Cllr McKay,

### 33-12/23 Minutes of Previous Meeting

The Committee unanimously approved the minutes of the BOSA Committee meeting held on Wednesday 13<sup>th</sup> September 2023.

### 34-12/23 Finance Review

The Committee reviewed the BOSA Financial report for the year to date. The Committee agreed that they consider costs to be on target. They further agreed that there are sufficient funds remaining in line 2315 to cover items to the end of the financial year that have already been arranged.

The Committee **noted** that Full Council have approved a programme of low-grade maintenance for play areas in 2024-25 with an expenditure of £4850 + VAT based on estimated costs.

**Action: Deputy Clerk** to arrange a meeting with the supplier in the new year.

**Action: Clerk** to speak with the auditor and ensure no additional administrative measures are required.

7.30pm Cllr Atkinson arrived at the meeting.

### 35-12/23 Mill Lane

- a) The Committee discussed the positioning of three new 10ft silver birches. It was proposed that one birch should be placed by the playpark fence and two along the right-hand boundary where they can eventually take the place of ash trees suffering from dieback. Proposed Cllr Noll, seconded Cllr Atkinson and **unanimously agreed**.

**Action: Cllr Harris** to meet the supplier and agree the positions in the spring.

**Action: Cllr Harris** to report back on relocation of two picnic benches.

- b) Proposal to discuss the possible installation of astro-turf goal mouths. Cllr Harris reported that the movement of the goals has resulted in increased use of the football area. He suggested that the Committee consider the installation of astro turf goal mouths so that the Parish Council can avoid the need to arrange ground levelling in future years. The Committee **unanimously agreed** that this should be investigated.

**Action: Cllr Harris and Deputy Clerk** to obtain costs and investigate funding.

- c) Proposal to agree two new waste bins to replace two existing damaged bins. Cllr Rieunier reported that West Berkshire Council are looking at removing a significant number of their own bins in the Lambourn area and will decide in February. The Committee **unanimously agreed** to contact West Berkshire Council and see if it is possible to purchase two of the bins they plan to remove.  
**Action: Cllr Rieunier** Is already in discussions with West Berkshire about litter bin removal and will inform the Clerks Office when the decision has been made and an approach can be made.
- d) Update from the Chair regarding the levelling of the old goal mouth areas. Cllr Harris advised that the levelling has been deferred to the spring.
- e) The Committee **noted** the November Full Council decision to include the cut back of a tree interfering with a phone cable with works arising from the Tree Safety Survey. The Committee **noted** that the removal of the damaged slide has been confirmed at a cost of £292.50 + VAT with a date to be arranged in the new year.

### **36-12/23 Old Cricket Field**

- a) Cllr Atkinson gave feedback from informal chats with Old Cricket Field users. This covered potential future uses of the field and skatepark area that would best serve older children. Suggestions have included a full football pitch, low boulder wall, basketball, and weightless training such as chin up bars. The next step will be a more formal survey. The Committee **unanimously agreed** the following actions:  
**Action: Cllr Atkinson** to visit the Lambourn Youth Junction for further ideas.  
**Action: Cllr Rieunier** to create the survey.
- b) Feedback from Noll on the proposed removal of the cage around the Jubilee Tree The metal was too thick for Nolls Grinder so they were unable to proceed. Cllr Harris reported that the removal of the cage had now taken place and that the Parish Council would like to extend thanks to Dave Clarke for completing the work at no cost.
- c) The Committee discussed repair of the rubberised surface at the entrance to the car park. These works were booked in but then delayed due to poor weather. When the supplier attended site, they proposed an alternative plan to Jockey Club Estates involving tarmac of the first 2.7m downhill from the roadside. Cllr Harris proposed that the Committee give permission for the new plan on the understanding that costs will still all be covered by Jockey Club Estates, seconded by Cllr Noll and **unanimously agreed**.  
**Action: Deputy Clerk** to inform Jockey Club Estates (post meeting note: email sent 14/12/23)

d) Proposal to arrange a full clean of the Skatepark surface to remove leaf debris moss, silt and mud. The existing contractor has quoted £336.00 + VAT to complete this. After some discussion the Committee **unanimously agreed** to the spend but do not wish to arrange the works until they have more information on the methodology that will be used.

**Action: Cllr Harris** to speak with the supplier and let the Deputy Clerk know whether he is happy with the methodology.

**Action: Deputy Clerk** to pass to the Clerk or Full Council for sign off once the methodology has been agreed.

### **37-12/23 Eastbury Furze**

The Committee to retrospectively note the December Full Council decision to agree expenditure of £895 + VAT for the placement of metal boots on two timbers at Eastbury Furze. **Noted** with supplier to confirm a date in the new year.

### **38-12/23 Playground Equipment Lifespan**

The Committee **noted** the finding that there is no statutory guideline on play equipment lifespan as there are too many variables. Provided equipment is kept in good repair and assessed risk is low it can continue to be used.

### **39-12/23 Tree Safety Survey Results**

The Deputy Clerk reported that the survey has recommended the felling of 21 trees that come under Parish Council Responsibility, mostly diseased Ash and Elm at the Old Cricket Field. The Committee discussed the report findings.

Cllr Rieunier proposed that rather than phasing the works at 1, 3, 6, 12 and 16 months it would be more efficient to obtain two sets of quotes 1) the felling of two trees with a recommended end Jan 2024 deadline and 2) all of the remaining suggested works. Seconded by Cllr Noll and **unanimously agreed**.

**Action: Deputy Clerk** to obtain quotes

### **40-12/23 Upper Lambourn Cemetery**

The Committee retrospectively **noted** a decision from the December Full Council meeting to approve a substantial cut back of the cemetery hedge at a cost of £1500 + VAT. The Deputy Clerk confirmed that the supplier has been informed of the approval and works will take place in February/March 2024 to allow new growth to soften the appearance.

### **41-12/23 Dog Waste Bins**

Proposal to amalgamate dog waste and litter bins at selected locations. Cllr Rieunier suggested that as West Berkshire Council are now planning to remove several litter bins from Lambourn the Parish Council may be able to purchase some of these at reduced cost. The Parish Council could then remove underused dog bins at select locations and replace them with litter bins that can also take dog waste. The Parish Council could try to purchase redundant bins from West Berkshire Council for this purpose. Cllr Harris proposed that the committee agree to amalgamated bins on this basis, seconded by Cllr Atkinson and **unanimously agreed**.

**Action: Cllr Rieunier** to report back when it is known which bins will be removed.

**Action: Deputy Clerk** to liaise with Cllr Rieunier once information is available.

#### **42-12/23 Cemetery Systems**

The Deputy Clerk reported that she is almost halfway through the process of checking electronic records against the written map and work is continuing.

#### **43-12/23 Cemetery Land Purchase**

The Clerk and Cllr Rieunier attended a meeting at Rooksnest to explore the possibility of purchasing land for an extension to the Upper Lambourn cemetery. As a conclusion wasn't reached Cllr Harris proposed that The Parish Council write to Rooknest and ask to make an offer for the land. Seconded by Cllr Atkinson and **unanimously agreed.**

**Action: Clerks Office** to draft a letter in conjunction with the Parish Council Chair.

#### **44-12/23 Memorials – Information only**

SOPHIE

Katherine

Sophie Charlotte

Mackenzie-Smith

1974-2022

Dearly loved by her family

and all who knew her.

REST IN PEACE

Betty Sopp

Devoted Wife, Mother and Grandmother

Forever in our Hearts

13.09.1927 to 09.06.2023

Our Beloved Sister

Patricia Senior

Wife, Mother and Grandmother

24<sup>th</sup> July 1939 – 13<sup>th</sup> March 2023

#### **45-12/23 Items for next meeting**

Report back on the potential amalgamation of dog waste and litter bins.

Review of other recommendations made as part of the Tree Safety Survey Report.

**Meeting closed: 8.50pm**

**Committee Chair:**

**Date:**