

**MINUTES OF THE BOSA COMMITTEE MEETING  
ON 13<sup>th</sup> MARCH 2024  
IN THE MEMORIAL HALL, 7.00pm**

**Present:** Cllr Harris, Cllr Rieunier, Cllr Atkinson, Cllr McKay and Bruce Laurie (Co-opted)

**Apologies:** Cllr Bracy, Cllr Noll and Mike Billinge-Jones (Co-opted)

**46-03/24 Minutes of the previous meeting**

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

**47-03/24 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.

**Noted:** The Committee discussed and understood the required timescales for projects to be considered for the 2025-26 financial year. That being, any proposals should be agreed upon in the September 2024 meeting to present to Full Council and then accommodated in the 2025/26 Budget accordingly.

**48-03/24 Mill Lane**

- a) Chair to report back regarding arrangements for relocating tables.
  - a. **Noted:** Cllr Harris reported having all the required information to undertake the task.
  - b. **Action: Cllr Harris** to relocate the tables.
  
- b) Proposal to discuss whether new silver birches will require watering.
  - a. **Resolved:** It was proposed by Cllr Harris and seconded by Cllr Rieunier that Cllr Harris would monitor the new trees, and should it become necessary for a regular schedule to be established, this would be decided and actioned accordingly. **All agreed.**
  - b. **Action: Cllr Harris** to monitor the new trees.
  
- c) Proposal to consider purchase of two new waste bins in the next financial year now that West Berkshire Council have decided to retain their litter bins.
  - a. **Resolved:** It was proposed by Cllr Harris and seconded by Cllr Rieunier that new larger bins would be purchased to replace two bins in the next financial year, but that the type of bins required needs to be agreed (by direct consultation between councillors). **All agreed.**
  - b. **Action: Clerk** to add item to Full Council agenda to approve spend.
  
- d) Proposal to discuss height reduction of an ash tree on the right-hand boundary of Mill Lane. Full council previously voted to roll this in with the Tree Survey works however the survey did not result in any other works at Mill Lane.
  - a. **Resolved:** It was proposed by Cllr Harris and seconded by Cllr Rieunier that Cllr Harris would undertake the task of reducing the height of the ash tree. **All agreed.**
  - b. **Action: Cllr Harris** to undertake the task.

- e) Proposal to discuss whether to replace the slide that has been removed at Mill Lane and potential funding options.
  - a. **Deferred:** It was proposed by Cllr Harris and seconded by Cllr Rieunier that Cllr Middleton's enquiries into potential funding sources be concluded before any decision is made. All **agreed**.
- f) Proposal for the Committee to consider the outline costs of astroturfing the goal mouths and decide whether to progress as a project.
  - a. **Deferred:** After receiving an initial quotation of £5370.00 + VAT to supply and install astroturf, it was proposed by Cllr Harris and seconded by Cllr Rieunier that Cllr Harris investigate additional products and suppliers before committing to proceed. All **agreed**.
  - b. **Action: Cllr Harris** to investigate additional products and suppliers.

#### **49-03/24 Old Cricket Field**

- a) Feedback from Cllr Atkinson on his talk with Lambourn Youth Junction.
  - a. **Noted:** Cllr Atkinson reported that Lambourn Youth Junction expressed little interest in a football pitch, and five parishioners expressed a liking for a Rugby pitch (it was noted that neither of these is an option due to limitations of use applicable on the Old Cricket Field). A Climbing Wall was the most popular option proposed. It was **agreed** that the item would **not** remain on the agenda for future meetings.
- b) Proposal to swap the large dog waste bin from the allotment path with the smaller one in the Old Cricket Field car park.
  - a. **Resolved:** It was proposed by Cllr Rieunier and seconded by Cllr Harris that one bin would be swapped subject to a check of the sizes of the bins to ensure the swap will be adequate.
  - b. **Action: Cllr Rieunier** to check the sizes of the bins and establish whether a third party will need to arrange the move.
- c) Update from the Chair on the progress of the repair of the rubberised surface at the entrance.
  - a. **Noted:** Cllr Harris reported that the existing rubberised surface cannot be repaired and that the plan is for it to be removed and replaced with tarmac which will be treated with a non-slip finish. The timing of the work is subject to the contractor's availability. Cllr Harris has spoken to Will Riggall of the Jockey Club who will progress the matter.
- d) Chair to report on continuing water flooding onto the skate park from the road and to discuss further options to protect the skate park.
  - a. **Noted:** Cllr Harris reported that runoff from the field opposite the Old Cricket Field via the culvert is responsible for the flooding. One solution would be to install piping from the gravel edging around the skate park to the grass areas to the side. Additionally, a request could be addressed to the landowner of the field opposite to request some measures be undertaken to manage the runoff. It was proposed by Cllr Atkinson and seconded by Cllr Harris that a letter be sent to the landowner's agent. All **agreed**.
  - b. **Action: Clerk** to draft a letter to the landowner's agent.
  - c. **Action: Cllr Harris** to investigate the piping from the gravel edging solution.

- e) Proposal from the Chair to implement a schedule for twice yearly inspection of the river at locations where it meets the border of the leased land.
  - a. **Resolved:** It was proposed by Cllr Harris and seconded by Cllr Rieunier that a twice-yearly visual inspection be undertaken by the Clerk's office.
  - b. **Action: Cllr Harris** to provide clear instructions to advise what to look for and where.

#### **50-03/24 Playground Safety Inspections**

Proposal for the Committee to agree the frequency, type and cost of inspections required during the 2024-25 financial year.

**Resolved:** It was proposed by Cllr Harris and seconded by Cllr Rieunier that in the next financial year, there should be **one Playground Inspection** and **one Operational Inspection**. This is based on the understanding that the low-level maintenance to be undertaken will ensure that the play equipment only needs to be operationally inspected once. Full council will be required to approve the suppliers. The regime will be reviewed for 2025/26. All **agreed**.

**Action: Clerk** to add an agenda item to the Full Council meeting.

#### **51-03/24 Playground Risk Management**

Proposal for the Committee to approve a Playground Risk Management Policy to include the inspection regime agreed under agenda item 50-03/24.

**Resolved:** It was proposed by Cllr Rieunier and seconded by Cllr Harris that the title of the document be changed to "Playground Management Policy" and that the above schedule be applied. All **agreed**.

**Action: Clerk's office** to apply the amendments and present at Full Council for approval.

#### **52-03/24 Tree Safety Survey**

- a) Feedback on the Parish Council Decision made at the March Full Council concerning works resulting from the Tree Safety Survey.

- a. **Noted:** The agreed schedule of works had been approved at Full Council.

- b) Proposal for the Committee to consider whether to adopt any of the other recommendations arising from the Tree Safety Survey. **Resolved** only to consider a Woodland Management plan.

- a. **Noted:** Cllr Harris suggested that there should be a woodland management plan. He reported that Charles Edgerton has re-wilded some of his land (Cllr Harris and Cllr Rieunier hope to meet with Charles Edgerton to see the results) and that we might consider seeking his help and advice regarding woodland management.

- b. **Resolved:** It was proposed by Cllr Harris and seconded by Cllr Rieunier that the option to seek assistance from Charles Edgerton be investigated to enable a woodland management plan to be produced. All **agreed**.

- c. **Action: Cllr Harris and Cllr Rieunier** to initiate investigations and report back to the committee.

#### **53-03/24 Upper Lambourn Cemetery**

- a) Feedback from the Deputy Clerk following her ICCM Training.

- a. **Deferred:** Deputy Clerk not available.

- b) Proposal for the Committee to consider adding an item on the levelling of Graves to the Cemetery Regulations.

- a. **Deferred:** It was proposed by Cllr Harris and seconded by Cllr Rieunier that the costs for levelling all graves be investigated so that it can be added to the scheduled maintenance tasks for the contractor going forward and that no amendments to the regulations be applied at this time. All **agreed**.

- b. **Action: Cllr Harris** to investigate costs for levelling all graves.
- c) Proposal for the Committee to confirm the Cemetery Fees for the 2024-25 financial year.
  - a. **Deferred:** To be proposed at Full Council
  - b. **Action: Cllr Harris and Cllr Rieunier** to define the proposal for presentation at Full Council.

#### **54-03/24 Cemetery Systems**

Feedback from the Deputy Clerk.

**Deferred:** Deputy Clerk not available.

#### **55-03/24 Cemetery Land Purchase.**

Feedback on the proposed Cemetery land purchase.

**Noted:** That no response has been received to date.

**Action: Clerk** to write to Rooksnest to enquire if they have considered the offer.

#### **56-03/24 Waste Bins**

- a) Proposal to consider the amalgamation of dog waste and litter bins at selected locations and whether some dog waste bins could be relocated so that busy locations are served by larger bins.
  - a. **Deferred:** It was proposed by Cllr Harris and seconded by Cllr Rieunier to defer the decision. All **agreed.**
- b) Request from a parishioner to reinstate the dog waste bin at Greenways.
  - a. **Resolved:** It was proposed by Cllr Harris and seconded by Cllr Rieunier to relocate the bin from the Sheep Fair Way location to the location required subject to collection arrangements being confirmed. All **agreed.**
  - b. **Action: Cllr Rieunier and Clerk** to check collection arrangements.
- c) Proposal for the Committee to confirm the contractor for litter bin emptying in 2024-25
  - a. **Resolved:** It was proposed by Cllr Harris and seconded by Cllr Rieunier to remain with West Berkshire.
  - b. **Action: Clerk's office** to renew the contract with West Berkshire.

#### **57-03/24 Open Spaces Maintenance Contracts**

Proposal for the Committee to consider whether contractors are meeting the expected service levels.

**Resolved:** The item subject being confidential in relation to suppliers, the discussion and resolutions were held in closed session.

Standing orders **suspended** 20:58

Standing orders **reinstated** 21:00

#### **58-03/24 Memorials – Information only**

Michael George Oliver

(Mick)

9 June 1939

29 March 2022

Deeply loved.

and missed.

Grace Anne Frances Blackwell  
Born 10.2.1929 Driffield, East Yorks.  
Died 23.2.2023 Lambournm Berks aged 94.  
Wise and respected

**59-03/24 Items for next meeting**

None recorded.

**Meeting closed:** 21:10

**Clerk:**

**Date:**