



# LAMBOURN PARISH COUNCIL

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

Telephone: 01488 72400

Clerk: Gary Wyatt-Hawkins

Deputy Clerk: Rachael Burns

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**TO ALL MEMBERS OF LAMBOURN PARISH COUNCIL  
YOU ARE HEREBY SUMMONED TO A PARISH COUNCIL MEETING  
TO BE HELD ON WEDNESDAY 6<sup>th</sup> NOVEMBER 2024  
AT 7.30 PM  
IN THE MEMORIAL HALL**

**Meeting called by:** Gary Wyatt-Hawkins – Clerk

**Signature:** *G Wyatt-Hawkins*

**Date:** 6<sup>th</sup> November 2024

The Chair may, at their discretion and at a convenient time in the transaction of business, adjourn the meeting to allow any members of the public to address the meeting. Parishioners and others in attendance are reminded that they must remain silent during the transaction of formal Council business.

*Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.*

## **Agenda Items**

**167-11/24 Acceptance of apologies for absence**

To receive and accept apologies of absence.

*Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.*

**168-11/24 To receive any declarations of member's interests or dispensation requests**

To receive any declarations of Member's interests on this agenda.

*Localism Act 2011 and the Code of Conduct adopted by the Parish Council.*

**169-11/24 To receive and sign the minutes of the Full Council meetings held on Wednesday, 2<sup>nd</sup> of October**

*Local Government Act 1972 Sch 12 para 41(1)*

**170-11/24 Exclusion of the press and public**

Standing Order #1c The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to:

*Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.*

**171-11/24 Public Participation**

**172-11/24 Grant Application Request**

To **consider** a request from Lambourn CiC to assist in the cost of hiring solar Christmas trees for the High Street for the sum of £250.00

*Details are provided in the Councillor's supporting information document: "Application for Grant Aid 11-2024 (Christmas Tree Lights)"*

- 173-11/24 Planning Applications**  
*(In planning matters the Council acts as a consultee of the principal authority. The principal authority being the deciding body for planning applications).*
- Fox Farm Ermin Street Lambourn Woodlands Hungerford RG17 7TR**  
**Ref. No: 24/01721/FUL** | Received: Mon 12 Aug 2024 | Validated: Wed 18 Sep 2024 |  
**Status:** Pending Consideration
- 
- Saxon House Stables Upper Lambourn Hungerford RG17 8QH**  
**Ref. No: 24/02030/FUL** | Received: Fri 20 Sep 2024 | Validated: Wed 16 Oct 2024 |  
**Status:** Pending Consideration
- 
- Saxon House Stables Upper Lambourn Hungerford RG17 8QH**  
**Ref. No: 24/02031/LBC** | Received: Fri 20 Sep 2024 | Validated: Wed 16 Oct 2024 |  
**Status:** Pending Consideration
- 
- Saxon House Stables Upper Lambourn Hungerford RG17 8QH**  
**Ref. No: 24/02032/FUL** | Received: Fri 20 Sep 2024 | Validated: Mon 21 Oct 2024 |  
**Status:** Pending Consideration
- 
- Saxon House Stables Upper Lambourn Hungerford RG17 8QH**  
**Ref. No: 24/02033/LBC** | Received: Fri 20 Sep 2024 | Validated: Mon 21 Oct 2024 |  
**Status:** Pending Consideration
- 
- Saxon House Stables Upper Lambourn Hungerford RG17 8QH**  
**Ref. No: 24/02034/FUL** | Received: Fri 20 Sep 2024 | Validated: Thu 17 Oct 2024 |  
**Status:** Pending Consideration
- 
- Sheepdrove House Sheepdrove Lambourn Hungerford RG17 7UN**  
**Ref. No: 24/01972/HOUSE** | Received: Thu 12 Sep 2024 | Validated: Thu 12 Sep 2024 |  
**Status:** Pending Consideration
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- 174-11/24 Planning Decisions – For Information Only**  
Planning Decision details are provided in the Councillor’s supporting information document: “2024-11-06 Planning Decisions”.
- 175-11/24 Councillor Surgery**  
To **note** Cllr Rieunier’s report on the Councillor Surgery Session held in the Memorial Hall on the 23<sup>rd</sup> of October 2024.
- 176-11/24 Meeting at the JCE**  
To **note** Cllr Rieunier’s report on the meeting with the BHS Road Safety Director at JCE.
- 177-11/24 Parking Enforcement**  
To **note** that the Clerk’s office has contacted West Berkshire Council Parking Office to request an enforcement officer attend the area.
- 178-11/24 Street Lighting Project Update**  
The Clerk to provide an **update** on the position of the proposed works for the street lighting as advised by Volker.  
*Re: Item 321-11/23 November 2023 Full Council Meeting, Item 247-06/23 June 2023 Full Council Meeting and Item 105 November 2022 Full Council Meeting (confirmation of members bid submission relating to Item 90 October 2022 Full Council Meeting).*
- 179-11/24 Sandbags**  
To **consider** the draft Sandbag Policy prepared by the Clerk’s Office.  
*Action from September 2024 Full Council Meeting item 146-10/24*

- 180-11/24 20 mph speed limit**  
 To **consider** a proposal to engage a traffic consultant to undertake a review of Lambourn due to a significant increase in traffic. The purpose being to ensure efficient and safe traffic flow to improve the movement of people and vehicles in the village and support any reforms proposed to West Berkshire Council.  
*Re: Item 083-07/24 July 2024 Full Council Meeting and Lambourn Parish Council Standing Orders Item 7*
- 181-11/24 Old Cricket Field Skatepark Surface Repair**  
 The **note** that provisional dates for the tarmac work at the OCF were advised as:
- for the ground preparation (i.e. Cut out the areas to be resurfaced. All areas to be left safe) on Thursday 31<sup>st</sup> October.
  - laying of the tarmac on the morning of Saturday 2<sup>nd</sup> of November 2024
- Re: Item 148-10/24 October 2024 Full Council Meeting*
- 182-11/24 Old Cricket Field Soakaway**  
 To **note** that signs have been posted at the location and it is planned that the Harras Fencing currently employed at the skatepark will be re-purposed to enclose the area resulting from the inspection by Cllr Harris and Cllr Rieunier.  
*Re: Item 149-10/24 October 2024 Full Council Meeting*
- 183-11/24 Community Speed Watch Update**  
 To **note** that Cllr Jones' contact details have been passed to Baydon Parish Council's Clerk and the member of the community leading the local initiative.  
*Re: Item 150-09/24 October 2024 Full Council Meeting*
- 184-11/24 Replacement of damaged Dog Bin at Mill Lane**  
 To **note** that the replacement Dog Bin has been delivered and fitted.  
*Re: Item 151-09/24 October 2024 Full Council Meeting*
- 185-11/24 Play Area Hedges and Trees**  
 To **consider** a proposal by Cllr Harris to plant hedge plants at Mill Lane's left-hand boundary and trees at selected locations at the OCF, the plants having been obtained free of charge from Greenham Trust.
- 186-11/24 Defibrillator Policy**  
 To **consider** the adoption of the Defibrillator Policy with amendments as suggested Hall and Streets Committee.  
*Re: Item 29-10/24 October 2024 Hall and Streetlighting Committee Meeting*
- 187-11/24 Winter Flood Preparations**
- 1. Ditch Clearance Letters**
    - a. To **note** that Cllr Rieunier and Cllr Harris have delivered letters to all residents responsible for the maintenance of ditches, requesting that they clear any obstructions hindering the effective proper flow of water, which may contribute to increased flooding risks.
  - 2. Meeting Reports**
    - a. To **note** a report from Cllr Harris on the Flood Forum Meeting and Thames Water Scrutiny Meeting.
- 188-11/24 Astro Turf goal mouths Mill Lane**  
 To **consider** the funding options for installing Astro Turf at the goal mouths of the Mill Lane Play Area (to stop erosion of the ground, improve safety and remove the need for future levelling works).  
 The indicative quote for this was £5370.40 +VAT but Cllr Harris believes this can be reduced this by approximately £2,000.00, by using local volunteers to put in the foundations.  
 In this case, Cllr Rieunier believes it may be possible to use District Cllr Woolaston's members bid funds for half the remainder, and match fund the other half.
- If so, this project can be funded in this financial this year.
  - If this isn't possible, then the project can be added to the November Finance as a potential project for 2025/26
- Re: Item 16-9/24 Project 2 September 2024 BOSA Committee Meeting*
- 189-11/24 Mill Lane Tree Removal**  
 To **consider** a proposal by Cllr Harris to remove a sycamore at the bottom right corner of Mill Lane, directly behind, and pushing against the metal play area fence.

Cllr Harris has visited site with an expert to assess tree following a parishioner complaint resulting from a large branch falling into her garden. The tree is not diseased, but removal was recommended as it will likely cause further problems due to its location.

*Details of the quotations for the removal are provided in the Councillor's supporting information document: "Councillor Supporting Information 11-2024 (Tree Removal Quotes)"*

**190-11/24 Park Signs Replacement**

To **consider** a proposal to accept the quote for new signs in the parks as part of the beautification project - to be completed in the style of the current Eastbury Sign.

*Details of the quotations are provided in the Councillor's supporting information document: "Park Sign Quotation 11-2024" Re: Item 062-06/24 (The beautification of Lambourn) June Full Council Meeting*

**191-11/24 Deed of Grant - Right of Way over Land adjoining Baydon Road**

To **consider** that the Deed of Grant - Right of Way over Land adjoining Baydon Road has expired. Currently, all efforts to progress the matter with the holder of the lapsed agreement have been unsuccessful and all extensions to the deadlines for the renewal have subsequently expired.

In consequence, the Clerk is recommending that proceeding be undertaken to instigate the removal of the Easement from the deeds, that the location be secured from further access, and seeks a proposal and approval from council to do so.

**192-11/24 Current LPC Projects**

To **agree** the position and responsible parties in relation to the current active LPC projects.

*Details are provided in the Councillor's supporting information document: "Current LPC Projects October 2024."*

**193-11/24 Objectives for the coming financial year**

To outline and confirm the objectives for the coming financial year.

- Budgeted project for the upgrading of the public convenience.
- Application for a foundation award.
- The beautification of Lambourn

**194-11/24 Monthly Accounts**

1. To approve the schedule of payments presented
2. To approve bank reconciliations presented
3. To note the August Income and Expenditure report as the current financial position of Council.
4. September Costs
5. September Income
6. Pending Transactions for Payment Approval

To **approve** the presented cost for payment as at the date of the meeting

**195-11/24 Funding and Grants (Standing Item)**

To provide an **update** on funding and grant requests currently being pursued or considered.

**Closed Session Items**

**196-11/24 Application to become a councillor**

To **consider** an application to become a councillor from a parishioner.

*Re: Document supporting information for councillors "Cllr Application 2024-10-02"*

*(Press and Public to be excluded due to the item relating personal information).*

*Deferred from October 2024 Full Council Meeting Item 162-10/24*

**197-11/24 Rooksnest Estates Cemetery Land**

To provide an **update** regarding the revised offer letter follow-up sent to Rooksnest Estates.

*(Press and Public to be excluded due to the item relating to the purchases of assets).*

*Re: Item 470-04/24 April Full Council Meeting.*

**198-11/24 Future Agenda Items**

To **request or consider** items for the next agenda.

**199-11/24 Close of the meeting**