



LAMBOURN PARISH COUNCIL

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

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Clerk: Gary Wyatt-Hawkins

Deputy Clerk: Rachael Burns

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MINUTES OF A MEETING OF THE BOSA COMMITTEE ON WEDNESDAY 11th DECEMBER 7.00pm AT THE MEMORIAL HALL

Present: Cllr Harris, Cllr Mckay, Cllr Noll, R Burns (Deputy Clerk)

Apologies: None

26-12/24 Declaration of Members Interests

Noted: Cllr Noll declared an interest in item **33-12/24**.

27-12/24 Minutes of Previous Meeting

The Committee unanimously approved the minutes of the BOSA Committee meeting held on Wednesday 18th September 2024.

28-12/24 Public Participation

Noted: That none attended.

29-12/24 Finance Review

The Committee reviewed the BOSA Financial report for the year to date and **unanimously agreed** that they are on track.

30/12/24 Council Decisions on Potential Projects for 2025-26

The Committee were advised of BOSA projects for the next financial year as agreed at Finance Committee and December Full Council. These were:

- Installation of astro turf goal mouths at Mill Lane.
- Two new replacement picnic tables at Mill Lane.
- A further programme of playground maintenance at Mill Lane and Eastbury Furze.

31-12/24 Mill Lane

- a) **The Committee noted:** That the third bin at Mill Lane has now been installed at the Old Cricket Field Car Park as a combined litter/dog waste bin.
- b) Proposal for the Committee to decide whether to move forward with a new fence to protect the hedge on the right-hand boundary at Mill Lane. The Committee **unanimously agreed to defer** until the Committee Chair explores the possibility of a community project to remove unwanted material from the border and place hedging plants obtained from Greenham Trust.
Action: Cllr Harris to explore fencing options once other works are completed.
- c) Proposal for the Committee to decide next steps for silver birch planting. The Committee **unanimously decided to defer** as per item b) above.

- d) **The Committee noted:** Approval was given at the December Full Council meeting for the removal of a Sycamore tree at the rear corner of Mill Lane and an Ash on the right-side boundary with funds available in the current financial year.

Action: Deputy Clerk to contact the supplier and arrange the works.

32-12/24 Old Cricket Field

- a) **The Committee noted** that remedial works to the hard standing have been completed.
- b) Proposal for the Committee to agree the next steps required for a community project to clear nettles and shrubs from below selected trees at the Old Cricket Field. The Committee Chair reported that a key piece of equipment required for this project would no longer be available. The Committee **unanimously agreed** not to take the project forward at this time.
- c) Proposal from the Chair for the Committee to investigate the installation of chestnut paling fence around the soakaway. A concern was raised about potential safety issues with this type of fencing due to the proximity of the Horse Track, the Committee **unanimously agreed** to return this item to Full Council to readdress the best way to meet safety requirements.
Action: Clerk to add to the January Full Council agenda.
- d) Proposal from the Chair to remove dead trees from specific locations at the Old Cricket Field. The committee **unanimously agreed to defer** to the first meeting of the next financial year pending further info and maps Cllr Harris.
- e) **The Committee noted** that West Berkshire Council have confirmed that the new combined litter/dog waste bin at the Old Cricket Field car park is now in service, and collections have commenced.

33-12/24 Maintenance Contract

Feedback from the Committee Chair on the steps being taken to appoint a new contractor. The Chair confirmed that the substance and division of the grass maintenance contract is currently being reviewed. A proposed new contract will be sent to Committee members for review and added to the January Full Council meeting agenda.

Action: Cllr Harris to provide a proposed new contract to BOSA members for review.

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

34-12/24 Upper Lambourn Cemetery and Land Purchase

- a) Proposal from the Committee Chair to remove unwanted plants such as sycamore from the cemetery hedge. The Committee Chair reported that he and Cllr Rieunier had visited the hedge to assess and that the hedge contains substantial amounts of material that would ideally be removed. The Committee **Unanimously agreed to defer** to the first BOSA meeting of the next financial year so that costs can be obtained over spring, if funds aren't available then this will be considered as a potential project for 2026-27.

Action: Cllr Harris to obtain comparative quotes.

- b) Feedback from the Deputy Clerk regarding to cemetery cleanup, following the issuing of notices via the website and social media. The Deputy Clerk reported that Cemetery Users had taken on board the request and that the site was significantly improved as a result. A very small number of grave owners will still receive an individual letter.
- c) Cemetery Land Purchase – update from the Chair. It was reported that there is no further progress at this time.
- d) Proposal for the Committee to accept an appendix to the Cemetery Regulations outlining an enforcement framework for rule breaches. The Committee **unanimously agreed** the Appendix subject to two minor changes, **Action: Deputy Clerk** to make the changes as requested and update regulations.
- e) Proposal for the Committee to examine Cemetery regulation – General Notes Item b) concerning levelling of graves. The Committee **unanimously agreed** that the wording of the General Note be changed to reflect current practice whereby grave lessees can arrange their own levelling works provided they inform the Clerk’s Office and ensure no funerals are taking place at the time of the works.

35-12/24 Dog Waste Bins

The Committee noted That the damaged dog waste bin at Mill Lane has been replaced.

36-12/24 Park Bye laws

The Committee noted that the HALC legal department have advised the Parish Council not to move existing park bye laws onto modern model forms as they cannot find a source that distinguishes updating of the format of a bye law from updating its content. To change format without undergoing the full Bye Law process would risk making the bye laws unenforceable.

37-12/24 Memorials – information only

The Committee noted that there were none

38-12/24 Items for next meeting

None proposed.

Meeting closed: 8.10pm

Committee Chair:

Date: