



LAMBOURN PARISH COUNCIL

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

Telephone: 01488 72400

Clerk: Gary Wyatt-Hawkins

Deputy Clerk: Rachael Burns

email: info@lambourn-pc.gov.uk

**INVITATION TO
A PARISH COUNCIL MEETING
TO BE HELD ON WEDNESDAY 5th MARCH 2025
AT 7.30 PM
IN THE MEMORIAL HALL**

Meeting called by: Gary Wyatt-Hawkins – Clerk

Signature: *G Wyatt-Hawkins*

Date: 5th March 2025

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 972 s 100.

Agenda Items

299-03/25 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.

300-03/25 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.

301-03/25 To receive and sign the minutes of the Exceptional Council meetings held on Monday, 24th of February 2025

Local Government Act 1972 Sch 12 para 41(1)

302-03/25 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.

303-03/25 Public Participation

304-03/25 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).

Out Of District Wiltshire Area Lime Down, Land Near Malmesbury In North Wiltshire

Ref. No: 25/00162/OOD | Received: Mon 27 Jan 2025 | Validated: Mon 27 Jan 2025 |

Status: Pending Consideration

1 Newbury Road Lambourn Hungerford RG17 8YS

Ref. No: 25/00174/HOUSE | Received: Wed 29 Jan 2025 | Validated: Thu 30 Jan 2025 |

Status: Pending Consideration

Frenchmans View Upper Lambourn Hungerford RG17 8QW

Ref. No: 25/00083/FULMAJ | Received: Tue 21 Jan 2025 | Validated: Thu 06 Feb 2025 |

Status: Pending Consideration

Rosehill Rosehill Stables Wantage Road Lambourn Hungerford RG17 8UF

Ref. No: 25/00235/FUL | Received: Tue 04 Feb 2025 | Validated: Tue 04 Feb 2025 |

Status: Pending Consideration

4B Lion Mews Newbury Street Lambourn Hungerford RG17 8YY

Ref. No: 25/00215/LBC | Received: Fri 31 Jan 2025 | Validated: Wed 12 Feb 2025 |

Status: Pending Consideration

6 Baydon Road Lambourn Hungerford RG17 8NU

Ref. No: 25/00298/HOUSE | Received: Wed 12 Feb 2025 | Validated: Mon 17 Feb 2025 |

Status: Pending Consideration

Block 6 and 8 Lambourn Business Park Lambourn Woodlands Hungerford RG17 7RU

Ref. No: 25/00295/FULMAJ | Received: Wed 12 Feb 2025 | Validated: Mon 17 Feb 2025 |

Status: Pending Consideration

305-03/25 Planning Decisions – For Information Only

Planning Decision details are provided in the Councillor's supporting information document: "2025-03-05 Planning Decisions".

306-03/25 Street Lighting Project Update

The Clerk to provide an **update** on the position of the ongoing 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).

307-03/25 Planning Group Methodology Review

To **note** the Clerk's report on the progress of investigating the costs and arrangements for the Planning Application Consultation Training.

To **consider** the Draft Terms of Reference for the Planning Working Group prepared by the Clerk's office.

Re: Item 272-02/25 February 2025 Full Council Meeting

308-03/25 Planning Enforcement Engagement

To **note** the progress on the Clerk's Office's action to arrange a meeting with the West Berkshire Council planning team in conjunction with District Councillor Woolaston.

309-03/25 Racing Salting Contributions

To **note** that the Finance Committee met on the 24th of February 2024 and agreed the figure of the balance of funds to be transferred to the Lambourn Trainers Association account.

310-03/25 Grass-cutting and maintenance contract(s) revisions

To **note** the following:

- That the contracts have been amended so that they are now separated into five separate contracts (formally two).
- That although the contracts in isolation may not exceed £25,000.00, as one supplier may bid for all, the Clerk's Office will be obliged under Standing orders 18a to advertise the contracts on the Government Contacts Finder service.
- That the content was approved at the February 2025 Exceptional Council Meeting and the Clerk's Office will now proceed to seek quotes for presentation to Full Council
- That the Clerk's Office advises that the total costs resulting from the revisions may exceed those previously paid due to the increased number of cuts and other fundamental changes.

Re: Item 33-12/24 December 2024 BOSA Meeting and Item 297-02/25 February 2025 Exceptional Council Meeting

311-03/25 Eastbury Furze Trust playground lease renewal

To **agree** to renew the Eastbury Furze Trust playground lease for another twenty years under the offered terms.

Deferred: Item 277/02/25 February 2025 Full Council Meeting

312-03/25 The Lambourn Centre Joint Advisory Committee

To **note** that contact details for Cllr McKay and Cllr Harris have been sent to the Principal Sport and Leisure Officer for West Berkshire Council.

Re: Item 278/02/25 February 2025 Full Council Meeting

- 313-03/25 Public Engagement**
To **discuss** what methods might be employed to constructively engage with the community.
Re Action: Item 279-02/25 February 2025 Full Council Meeting. All councillors to consider and provide proposals for consideration at the next Full Council Meeting.
- 314-03/25 Annual Assembly**
To **agree** on a date for the Annual Assembly (The Clerk proposes the 21st of May 2025).
To consider Cllr Mead's proposal that the Annual Assembly be held on the 28th of May at 6:00 PM, and that it be followed by the Informal Meeting at 08:00, and that the June Full Council Meeting be cancelled.

Re Action: Items 280-02/25 and 282-02/25 February 2025 Full Council Meeting.
Re: Local Government Act 1972 states that: "every parish must hold Parish Meeting a year. This meeting must be held between 1st March and 1st June, and proceedings must not begin before 6pm."
- 315-03/25 WBC Request for Feedback - Overhanging Vegetation**
To **consider** the request from West Berkshire Council for feedback on their proposal that Lambourn Parish Council administer the sending of letters, in the form approved by the Council, relating to nuisance and obstruction, in particular, overhanging vegetation.
Details are provided in the Councillor's supporting information document: "N&O PROCEDURE WORKFLOW.pdf".
- 316-03/25 Upper Lambourn Cemetery Memorial Request**
To **consider** if Lambourn Parish Council wishes to permit the inclusion of football badges on headstones in the Upper Lambourn Cemetery.
Details are provided in the Councillor's supporting information document: "Upper Lambourn Cemetery Memorial Request.pdf".
- 317-03/25 Current LPC Projects**
To **note** the position and responsible parties in relation to the current active LPC projects.
Details are provided in the Councillor's supporting information document: "02-2025 LPC-Projects Tracker"
- 318-03/25 Monthly Accounts**
1. To approve the schedule of payments presented
 2. To approve bank reconciliations presented
 3. To note the December Income and Expenditure report as the current financial position of Council.
 4. January Costs
 5. January Income
 6. Pending Transactions for Payment Approval
- To **approve** the presented cost for payment as at the date of the meeting
- 319-03/25 Funding and Grants (Standing Item)**
To provide an **update** on funding and grant requests currently being pursued or considered.
- 320-03/25 Public Convenience Upgrade - Hardware**
To **approve** the purchase of the hardware for the Public Convenience upgrade
- 321-03/25 Closed Session Items**
- 322-03/25 Future Agenda Items**
To **request or consider** items for the next agenda.
- 323-03/25 Close of the meeting**