



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 of NOVEMBER 2025
AT 7.30 PM
IN THE MEMORIAL HALL**

Meeting called by: Gary Wyatt-Hawkins – Clerk

Signature: *G Wyatt-Hawkins*

Date: 5th November 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

136-11/25 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.

137-11/25 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.

138-11/25 To receive and sign the minutes of the Full Council Meeting held on Wednesday, 1st of October 2025

Local Government Act 1972 Sch 12 para 41(1)

139-11/25 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.

140-11/25 Public Participation

141-11/25 The Climate and Nature Bill

To **note** that Newbury Town Council have stated they are supporting an awareness campaign.

To **consider** the request from a member of the public asking if Lambourn Parish Council will also support it.

Details are provided in 21102025 Newbury CAN Bill motion for Lambourn Council

142-11/25 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).

14 Oxford Street Lambourn Hungerford RG17 8XT

Ref. No: 25/02134/FUL | Received: Thu 18 Sep 2025 | Validated: Thu 18 Sep 2025 |

Status: Pending Consideration

Whynot Eastbury Hungerford RG17 7JP

Ref. No: 25/02276/HOUSE | Received: Fri 03 Oct 2025 | Validated: Tue 07 Oct 2025 |

Status: Pending Consideration

Folly House Upper Lambourn Road Lambourn Hungerford RG17 8QG

Ref. No: 25/02293/HOUSE | Received: Tue 07 Oct 2025 | Validated: Tue 07 Oct 2025 |

Status: Pending Consideration

Fairview Long Hedge Lambourn Hungerford RG17 8NA

Ref. No: 25/02241/HOUSE | Received: Tue 30 Sep 2025 | Validated: Mon 06 Oct 2025 |

Status: Pending Consideration

29 Millfield Lambourn Hungerford RG17 8YQ

Ref. No: 25/02298/HOUSE | Received: Tue 07 Oct 2025 | Validated: Mon 13 Oct 2025 |

Status: Pending Consideration

Riverside Cottage Goose Green Lambourn Hungerford RG17 8YB

Ref. No: 25/02331/LBC | Received: Wed 08 Oct 2025 | Validated: Thu 23 Oct 2025 |

Status: Pending Consideration

143-11/25 Membury Asphalt Plant Appeal Hearing

To **note** the feedback from Cllr Jones and Cllr Snowden regarding the October Membury Asphalt Plant Appeal Hearing.

144-11/25 Planning Decisions – For Information Only

Planning Decision details are provided in the Councillor's supporting information document: "2025-11-05 Planning Decisions".

145-11/25 Grant Application Request

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

Details are provided in the Councillor's supporting information document pack 11-2025

146-11/25 Recent Traffic Accidents on Ermin Street

To **note** the approved letter regarding recent traffic accidents on Ermin Street was sent to Lee Dillon MP on the 27th of October 2025.

Re: Action on Item 121-10/25 October 2025 Full Council Meeting

147-11/25 20 MPH Speed Limit Village Roll Out

To **note** the action to advise the Public of West Berkshire Council's plans and to arrange a public event on 4th of November at the Memorial Hall with a large-scale map on display, could not be completed.

To **agree** a new date for the event.

Re: action on Item 122-10/25 October 2025 Full Council Meeting

148-11/25 Speed Control

To **note** that the order for the two Speed Indicator Devices (SIDs) is being progressed by the Clerk's Office.

To **consider** the management of the SID's and agree which councillor's will be involved in SID relocations.

Re: action on item 123-10/25 October 2025 Full Council Meeting.

149-11/25 Public Convenience Upgrade

To **note** that the Public Convenience Upgrade Project Invitation to Quote submission window expired on the 31st of October. Three contractors visited the Hall. Submissions will be provided to council ahead of the meeting, but as the expiry date is after the issue of the summons, they are not provided with the agenda and other supporting information.

Re: item 082-08/25 August 2025 Full Council Meeting.

150-11/25 Market Square Refresh

To note that the Clerk's office checked the proposed location for the rack and determined that there may be an issue due its proximity to a dropped curb. The Clerks Office need to seek guidance from West Berkshire Planning as the location also fell outside of the Parish Council's Market Square property boundary.

Re: item 125-10/25 October 2025 Full Council Meeting.

- 151-11/25 Cemetery Bunker Clearance**
 To **discuss** the findings of Cllr Earl and Cllr Freeston in regards to the hedge reduction and availability of the Grab Lift.
Re: item 126-10/25 October 2025 Full Council Meeting
- 152-11/25 Mill Lane Turf Community Project**
 To **consider** a proposal by Cllr Harris for the Parish Council to purchase some turf to be laid by a working group in Mill Lane Rec children's play area. The estimated cost for the turf would be £350.00 Inc VAT.
Deferred item 127-10/25 October 2025 Full Council Meeting
- 153-11/25 Gully Clearance**
 To **consider** a proposal by Cllr Harris regarding the Parish Council arranging and paying for additional road gully clearing between West Berkshire Council routine visits.
Deferred item 128-10/25 October 2025 Full Council Meeting
- 154-11/25 Grit Bins**
 To **consider** the options for the refilling of the Grit Bins due to the low number of refills falling below the minimum level to deliver beneficial economic advantage.
- 155-11/25 Grounds Maintenance Report**
 To **consider** the results of the recent performance review of the Grounds Maintenance Supplier.
 To **consider** the options submitted by the Grounds Maintenance Supplier in relation to grass cutting intervals.
 To **consider** the quotes for the ivy/elder clearance.
Details are provided in the Councillor's supporting information document pack 11-2025
- 156-11/25 Current Projects and Actions Update**
 The Clerk to provide an update on the following council projects and actions:
1. Cemetery Land Purchase
 - a *Re: item 130-10/25 October 2025 Full Council Meeting*
 2. Traffic Survey
 - a *Re: item 130-10/25 October 2025 Full Council Meeting*
 3. Winter Salting Information
 - a *Re: item 130-10/25 October 2025 Full Council Meeting*
 4. Changes in Waste Legislation
 - a *Re: item 130-10/25 October 2025 Full Council Meeting*
- To **note** the current task list for the Clerk's Office
Details are provided in the Councillor's supporting information document pack 11-2025
- 157-11/25 Lambourn Library additional hours costs for 2026-27**
 To **note** that West Berkshire Libraries have advised that the 2026/27 costs for additional opening hours at Lambourn Library will be £6,603.00. Last year a budget figure of £5,073.00 was allocated. £4,485.00 was paid to West Berkshire Libraries therefore, £488.00 will be allocated to a new EMR. The contribution by The Friends of Lambourn Library to the new cost is not know at this time.
- 158-11/25 Flood Forum Meeting**
 To **note** the feedback from Cllr Harris regarding the October Flood Forum Meeting
- 159-11/25 Lamborn Centre Joint Advisory Committee**
 To receive a **report** from Cllr Harris and Cllr McKay on the Lamborn Centre Joint Advisory Committee meeting on Thursday, the 23rd of October.
Details are provided in Lamborn Centre Joint Advisory Committee Info Pack 2025-11
- 160-11/25 Remembrance Day Wreath**
 To **confirm** the procurement of the Poppy Wreath for the Remembrance Sunday service and to **request** for council members to undertake the laying of a wreath.
 To **discuss** parish council representation at Eastbury and Lambourn Woodlands.

161-11/25 Next Financial Year Objectives

To **note** that the Finance Committee will be meeting on the 26th of November to prepare the 2026/27 budget for presentation to council for approval, and that all costed projects and objectives need to be agreed in advance of this meeting and an exceptional meeting will be required for any projects “not presented in this meeting” to be considered.

162-11/25 Monthly Accounts

1. **To approve** the schedule of payments presented
2. **To approve** the bank reconciliations presented
3. **To note** the September Income and Expenditure report as the current financial position of Council.

1. September Costs
2. September Income
3. Pending Transactions for Payment Approval

To **note** receipt of the second instalment of the bi-annual precept payment from West Berkshire Council.

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

Re: document *September 2025 Transactions and Cost For Approval 2025-10* (presented at meeting)

163-11/25 Future Agenda Items

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

164-11/25 Close of the meeting