



LAMBOURN PARISH COUNCIL

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MINUTES

Lambourn Neighbourhood Development Plan Steering Group Meeting on Thursday 14th August 2025 in the JCE Boardroom at 2.30pm

Present: Sue Cocker (Chair); Howard Woollaston; Peter Penfold; Will Riggall (until 2.45pm); Sharon du Bru (Bluestone Planning)

Apologies: Bridget Jones; Will Riggall

05: MINUTES OF MEETING on 14th July 2025 were agreed and signed.

- 06: TO REVIEW** the latest version of LNDDP Submission version, including the Vision and Objectives, and Appendices.
Changes to the Submission version had been incorporated and the document updated. Higher-resolution maps have been included, making them more readable, and the online copy will have a zoom function for ease of study. The maps are also linked to Parish Online.
The Contents page will be the last to be updated. Page references for Policies were discussed and it was agreed that in the online copy there would be a list of Policies with bookmarked links to the individual Policy texts.
The Vision and Objectives section would be updated with the agreed Vision paragraphs. SB advised that the Objectives set out in the Pre-Submission draft have been consulted upon and cannot be completely changed, but can have minor amendments. SC to compare the SG “Vision and Objectives” document and the Plan version. *(Post-meeting note: Comparison done; suggested changes circulated.)*
Honeysuckle Cottage has been added to the list of NDHA. SC to contact owner for final details for description.
Information on Wren House forwarded.
A site design has been included for the Lynch Lane site to accommodate the changes made to the latest EA flood map. The area prone to flooding has altered, so SB’s suggested site layout allows a wider buffer to the river.
Sourced figures for the relative worth of the RTI would be useful, but the current wording, saying the 2019 figure has increased, could be sufficient. BJ and WR to be asked to check.
Clear, recent maps of the Membury DEA sites are need. SC to ask WBC for copies of maps of both the eight sites and an updated blow-up map of the Membury Industrial Estate used in WBC’s Proposed Changes to the Policies

Map November 2024 in the LPR. (*P-M note: Request sent*)

SB had incorporated information about horse crossing points (including both official crossings and bridleways), stretches of road which are used by horses and main public gallops onto a new map. Speed limits are also included. SB to send to WR for checking. The finalised map can be embedded in the website. SB to go over supporting text for the Flooding Appendix with SC. The Submission Version will be made available to the SG when it is ready.

HW asked what were the next steps? SB said once all the changes have been pulled together, the Plan was ready for Submission to WBC. Officers will have clarification questions, but once they are satisfied, they will launch the Regulation 16 Consultation and tender for an Examiner. The LNDP SG has the right to suggest Examiners (SB has some suggestions). The Plan will require signing off by the Parish Council before Submission (see Item 08)

- 07: TO DISCUSS:** the Consultation Statement: SC is in the process of writing this and will include illustrations, as well as compiling the Evidence Base list. SB has provided some examples. The Consultation Statement has to accompany the Submission and will be circulated to SG members asap. The website also requires updating to display the Evidence Base. SC to arrange with LPC Clerk.
- 08: TO AGREE:** Timetable for presentation of Submission Version to Parish Council and WBC: See above Item 06. SC has requested this to go on the September Agenda (meeting on Wednesday 3 September, 7.30pm) SG members are asked to attend if possible (Zoom is available). SB sent her apologies (she will be on holiday).
- 09: ITEMS FOR NEXT AGENDA:**
- 10: DATE OF NEXT MEETING:** After nearly eight years (seven since Designation) this may have been the final LNDP SG meeting (although, given our experience, one should never say never!) Further updates prior to Submission can be dealt with via email, so the date of the next meeting has not been set, but please put 3 September in your diaries.

The Chair thanked SG members and Sharon and her team for all their hard work.

Meeting closed at 4pm.