



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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**INVITATION TO
A PARISH COUNCIL MEETING
TO BE HELD ON WEDNESDAY 14th of JANUARY 2026
AT 7.30 PM
IN THE MEMORIAL HALL**

Meeting called by: Gary Wyatt-Hawkins – Clerk

Signature: *G Wyatt-Hawkins*

Date: 14th January 2026

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

165-01/26 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.

166-01/26 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.

167-01/26 To receive and sign the minutes of the Full Council Meeting held on Wednesday, 5th of November 2025

Local Government Act 1972 Sch 12 para 41(1)

To **note** that the Full Parish Council Meeting called on 03/12/2025 was inquorate. All items requiring resolution at that meeting have been brought forward for decision at this meeting.

168-01/26 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.

169-01/26 Councillor resignation

To **note** the Clerk's report that Cllr Harris formally submitted their resignation as Parish Councillor and Chair of the BOSA Committee to the Chair, effective from 04/12/2025. A Notice of Vacancy in the Office of Parish Councillor has been posted, and West Berkshire Council's Electoral Services and Land Charges Manager has been informed.

Section 87(2) of the Local Government Act 1972

170-01/26 Public Participation

171-01/26 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.

Re: Deferred Item 141-11/25 November 2025 Full Council Meeting

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

172-01/26 Interim Audit

173-01/26

The Clerk to **report** the results of the 2025/26 Interim Audit.

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).

To **confirm** or **amend** the Interim Comments submitted by the Planning Working Group following the inquorate December 2025 Full Council Meeting

2 Battens Court Ermin Street Lambourn Woodlands Hungerford RG17 7BW

Ref. No: 25/02444/HOUSE | Received: Thu 23 Oct 2025 | Validated: Fri 07 Nov 2025 |

Interim Comments: No objections from consulted or neighbours. No objection from the Parish Council.

Lime Tree Meadows Lambourn Woodlands Hungerford RG17 7TT

Ref. No: 25/02497/FUL | Received: Thu 30 Oct 2025 | Validated: Thu 30 Oct 2025 |

Interim Comments: 15 objections from the public. Parish Council Objects-to go before the Western Area Planning Committee.

The Blue House Station Road Lambourn Hungerford RG17 8PH

Ref. No: 25/02504/HOUSE | Received: Fri 31 Oct 2025 | Validated: Mon 03 Nov 2025 |

Interim Comments: No objections as this is not a residential amenity.

Pigeon House Eastbury Hungerford RG17 7JQ

Ref. No: 25/02537/LBC | Received: Wed 05 Nov 2025 | Validated: Wed 12 Nov 2025 |

Interim Comments: This application provides comprehensive historical detail, the plans are extremely detailed. The Parish Council Supports this application.

Pigeon House Eastbury Hungerford RG17 7JQ

Ref. No: 25/02536/HOUSE | Received: Wed 05 Nov 2025 | Validated: Wed 12 Nov 2025 |

Interim Comments: This application provides comprehensive historical detail; the plans are extremely detailed. The Parish Council Supports this application.

To **consider** the following planning applications

2 Battens Court Ermin Street Lambourn Woodlands Hungerford RG17 7BW

Ref. No: 25/02444/HOUSE | Received: Thu 23 Oct 2025 | Validated: Fri 07 Nov 2025 |

Status: Pending Consideration

Inholmes House Inholmes Woodlands St Mary Hungerford RG17 7SY

Ref. No: 25/02667/FULMAJ | Received: Wed 19 Nov 2025 | Validated: Mon 24 Nov 2025 |

Status: Pending Consideration

Kingsdown House Maddle Road Upper Lambourn Hungerford RG17 8QX

Ref. No: 25/02726/HOUSE | Received: Tue 25 Nov 2025 | Validated: Fri 05 Dec 2025 |

Status: Pending Consideration

Former The Cottage 46 Baydon Road Lambourn Hungerford RG17 8NT

Ref. No: 25/02815/MDOPO | Received: Mon 01 Dec 2025 | Validated: Thu 11 Dec 2025 |

Status: Pending Consideration

Kingsdown House Maddle Road Upper Lambourn Hungerford RG17 8QX

Ref. No: 25/02727/HOUSE | Received: Tue 25 Nov 2025 | Validated: Fri 12 Dec 2025 |

Status: Pending Consideration

Sheepdrove House Sheepdrove Lambourn Hungerford RG17 7UN

Ref. No: 25/02846/HOUSE | Received: Tue 09 Dec 2025 | Validated: Mon 15 Dec 2025 |

Status: Pending Consideration

Kingsdown House Maddle Road Upper Lambourn Hungerford RG17 8QX

Ref. No: 25/02725/HOUSE | Received: Wed 26 Nov 2025 | Validated: Mon 15 Dec 2025 |

Status: Pending Consideration

Weathercock House Upper Lambourn Hungerford RG17 8QT

Ref. No: 25/02856/FUL | Received: Fri 12 Dec 2025 | Validated: Mon 22 Dec 2025 |

Status: Pending Consideration

Saxon Cottage Upper Lambourn Hungerford RG17 8QN

Ref. No: 25/02894/HOUSE | Received: Wed 17 Dec 2025 | Validated: Wed 31 Dec 2025 |

Status: Pending Consideration

174-01/26

Membury Asphalt Plant Appeal Hearing

To **note** the feedback from West Berkshire Council regarding the October Membury Asphalt Plant Appeal Hearing and the view of the inspector.

To **approve** the proposed response drafted by Cllr Jones (to be presented on at the time of the meeting)

175-01/26

Planning Decisions – For Information Only

Planning Decision details are provided in the Councillor’s supporting information document: “2026-01-14 Planning Decisions”.

176-01/26

Recent Traffic Accidents on Ermin Street

To **note** that a response has been received to the letter regarding recent traffic accidents on Ermin Street sent to Lee Dillon MP on the 27th of October 2025.

Details are provided in the Councillor’s supporting information document pack 01-2026

Re: Item 146-11/25 November 2025 Full Council Meeting

177-01/26

20 MPH Speed Limit Village Roll Out

To **receive** an update from Cllr Mead on the November 2025 resolution to: *undertake a public survey to gather the views of the community, in advance of any public event, and that it should also address the upcoming West Berkshire Traffic and Road Safety public consultation on changes in parking restrictions around the area of Lambourn CofE Primary School. Unanimously agreed. Action: Cllr Mead to prepare the questions for the survey and circulate to councillors for their feedback.*

To **consider** the councils response to the request from the consultant to the Traffic and Road Safety Team at West Berkshire Council to receive LPC’s thoughts and feedback on the proposed network for the 20mph speed limit roll out across the area. The available dates are below, and councillors are invited to attend (alternatively the Clerk’s Office can convey any agreed responses).

- Monday 26th January at 16:00
- Tuesday 27th January at 14:00
- Thursday 29th January at 10:00
- Thursday 29th January at 16:00

Re: action on Item 147-11/25 November 2025 Full Council Meeting

178-01/26

Public Convenience Upgrade

To **note** that the Clerk’s Office approached the suppliers to enquire if revised pricing could be provided. The feedback was that more explicit detail would be required for quotes to be prepared. The Clerk’s Office therefore would need to prepare a revised outline of the requirements and re-issue the invitation to quote.

To **consider** a proposal from Cllr Mead that the required funds to undertake the full project be allocated from “EMR CIL 2023-2024” the earliest of which will expire in 2 Years and 4 Months, as of this date.

Re: item 149-11/25 November 2025 Full Council Meeting.

Details are provided in the Councillor’s supporting information document pack 01-2026

179-01/26

Cemetery Bunker Clearance

To **note** that the reduction of the Cemetery Hedges has been completed and that the Clerk’s Office is progressing the removal of the waste in conjunction with former Cllr Harris.

Re: item 151-11/25 November 2025 Full Council Meeting

- 180-01/26 Gully Clearance**
 To **note** the proposal regarding the Parish Council arranging and paying for additional road gully clearing between West Berkshire Council routine visits was considered at the November 2025 Finance Committee meeting and a sum of £1000.00 has been allocated in the Budget, to be presented for approval in item 185-01/26 of this meeting.
Re: item 153-11/25 November 2025 Full Council Meeting
- 181-01/26 Grit Bins**
 To **note** the Clerk's Office undertook to fill the Grit Bin, having purchased and transported suitable Road Grit to the locations. The Grit bin adjacent to the library was also replaced by the Clerk's Office.
- 182-01/26 Grounds Maintenance Report**
 To **note** that a senior manager/director at the Grounds Maintenance Company has left the business and their replacement has given strong assurances of improved services henceforth.
 To **consider** a proposal by Cllr Mead to formally request a meeting with the Grounds Maintenance Supplier to seek to resolve any attendance and standards concerns amicably.
 To **consider** a proposal by Cllr Mead to revise the schedule of Grass Cutting from 10 to 14-day intervals with an extended cut season applied at the same costs as per the original agreement.
Details are provided in the Councillor's supporting information document pack 01-2026
Re: item 155-11/25 November 2025 Full Council Meeting
- 183-01/26 Social Media Distribution**
 To **consider** the proposal by Cllr Marshall that Lambourn Parish Council Website posts be repeated across other social media platforms.
Details are provided in the Councillor's supporting information document pack 01-2026
- 184-01/26 Mill Lane - Fair Rent**
 In 2024, Scarrot's Fair paid £350.00 to Lambourn Parish Council of the use of Mill Lane recreation ground at the request of the Chair of the Finance Committee.
 Historically, any fees have been paid directly to the Carnival Committee.
 To **consider** if Lambourn Parish Council should revert to the same practice of the funds being paid to the Carnival Committee and to reimburse them for the 2024 fees.
- 185-01/26 Allotment Society**
 To **note** that the Allotment Society have now filled all position and can continue to run the allotments for at least another year.
 Historically income from Paddock Rental was transferred to the Allotment Society but this was ceased in 2022-23 with the money going into general reserves and the Allotment Society able to request if required.
To consider:
1. If Lambourn Parish Council should resume allocation of Paddock Rental Income to the Allotment Society and at what level.
 - a. If so, should there be any conditions:
 - i. e.g. cutting the hedge along the footpath once annually (as they did last year)
 2. If Lambourn Parish Council should return all or part of income to the allotment society that has been held in general reserves since 2022-23.
- Details are provided in the Councillor's supporting information document pack 01-2026*
- 186-01/26 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 156-11/25 November 2025 Full Council Meeting*
 2. Traffic Survey
 - a *Re: item 156-11/25 November 2025 Full Council Meeting*
 3. Winter Salting Information
 - a *Re: item 156-11/25 November 2025 Full Council Meeting*
 4. Changes in Waste Legislation
 - a *Re: item 156-11/25 November 2025 Full Council Meeting*

187-01/26 2026/27 Budget and Precept

1. To **approve** the presented budget and agree on the proposed amounts.
 - a. The Clerk to provide background information supporting the budget outline for 2026-2027 (approved for presentation at the November 2025 Finance Committee Meeting), to ensure all running costs of the Council are met.
2. To **approve** the precept amount to request from West Berkshire District Council in accordance with the above proposed budget.

Details are provided in the Councillor's supporting information document pack 01-2026

188-01/26 Monthly Accounts

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

1. October/November Costs
2. October/November Income
3. Pending Transactions for Payment Approval

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

Re: document *October 2025 Transactions and November 2025 Transactions and Cost For Approval 2025-12* (presented at meeting)

189-01/26 Future Agenda Items

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

190-01/26 Close of the meeting