



# LAMBOURN PARISH COUNCIL

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## MINUTES OF A MEETING OF THE BOSA COMMITTEE ON WEDNESDAY 28th January 2026, 7.00pm at The Memorial Hall

**Present:** Cllr Earl, Cllr Jones, Cllr Marshall, Cllr McKay, Cllr Mead, Cllr Freeston (observing) and R.Burns (Deputy Clerk)

**Apologies:** None due

### 28-01/26 Declarations of Members Interests

To receive any declarations of members interests on this agenda. *Localism Act 2011 and Parish Council Code of Conduct*

**Noted:** None given

### 29-01/26 Election of a Committee Chair

**Resolved:** As no candidate for Chair was available at this time, the Committee **unanimously agreed** to appoint a Chair for the duration of this meeting and revisit the situation at the next meeting. Cllr Mead proposed and Cllr Jones seconded Cllr Earl to Chair the meeting which was unanimously agreed.

### 30-01/26 Minutes of Previous Meeting

Proposal to confirm minutes of the meeting on Wednesday 17<sup>th</sup> September 2025.

**Resolved:** The Committee unanimously **approved** the minutes of the BOSA Committee meeting held on Wednesday 17<sup>th</sup> September 2025.

### 31-01/26 Public Participation

**Noted:** Two persons from the Allotment Society attended in support of item 33-01/26 Allotments

The Chair asked the Committee's agreement to bring item 33-01/26 Allotments forward for immediate discussion which was **unanimously agreed**.

### 33-01/26 Allotments

- a) **To note**– The Allotment Society filled the Chair, Treasurer and Secretary positions and will continue to operate.

**Noted:** The Committee noted the information.

- b) **Proposal** to discuss the administration of finance to the Allotment Society following the Full Council decision to retain the full amount of Paddock Rental.

A discussion took place during which the Allotment Society representative outlined a small overspend last year and concerns about a significant jump in costs going forward, due to bill hikes and the potential need to put grass and hedge cutting out to tender that had previously been undertaken by volunteers.

The Committee noted that the Society currently have reserves and that the sensible mechanism to balance income and expenditure would be a review of plot rental fees which are very low compared to other allotment sites and have remained static for some years. It was suggested that an Extraordinary Meeting of the Society should be considered to address this issue but that reserves appeared sufficient to cope should that review take place at the next Allotment Society AGM in November.

**The Committee unanimously agreed** that the Allotment Society should attend the next BOSA meeting in March with a fully detailed outline of their requirements and in the meantime could apply for a Parish Council Grant. The Committee **unanimously agreed** the following actions:

**Action: Deputy Clerk** to send a grant application form to the Allotment Society.

**Action: Deputy Clerk** to obtain and supply contacts for The Shed in case they can assist with anything

**Action: Deputy Clerk** to establish ownership of the roadside hedge outside the allotments which is causing line of site issues on exit and which the Society have been cutting for safety reasons.

### 32-01/26 Finance Review

- a) The Committee reviewed the BOSA financial report for the 2025-26 year to date.  
**Resolved:** The Committee unanimously **agreed** that the finances were as expected.
- b) **To note** 2025-26 Projects final spending summary  
**Noted:** The Committee noted the information
- c) **To note** that the Finance Committee and Full Council approved costs for the 2026-27 playground maintenance programme in full and agreed a budget for refurbishment of Cemetery Bunkers.  
**Noted:** The Committee noted the information

### 34-01/26 Update – Current one-off projects

An update on current one-off projects that will revert to budgeted annual expenditure in 2026-27 financial year.

- a) **To note:** Full Council approved the one-off project for the removal of ivy in some areas where the Parish Council have responsibility, this is underway with the agreed supplier.  
**Noted:** The Committee noted the information and were advised that work within agreed budget should be completed by the end of March
- b) **To note:** Full Council approved the current supplier to complete the cut-back of one stand of dogwood at the Old Cricket Field.  
**Noted:** The Committee noted the information and were advised that the cutback was completed on Monday 26<sup>th</sup> January. (Post meeting note: Clerks were later advised that the contractor was unable to complete and the work has been rescheduled)

### 35-01/26 Mill Lane

- a) **Proposal** to decide how to move forward with maintenance of the astro-turf goal mouths now installation has been completed, reinstatement of the goals is pending. The Committee **Unanimously agreed** the following **action:**  
**Action:** **Cllr Mead** to discuss with former Councillor Chris Harris whether he wishes to have any further involvement with this.
- b) **Proposal** to decide whether to proceed with purchase and planting of silver birches at Mill Lane using CIL funding.  
**Resolved:** The Committee **unanimously agreed** to proceed with the planting of Silver Birches using CIL funding.  
**Action:** **Deputy Clerk** to obtain current costs for the Silver Birches.
- c) **Proposal** to decide how to proceed with use/disposal of the excess soil from installation of the astro-turf goal mouths. The Committee **Unanimously agreed** the following **action:**  
**Action:** **Cllr Mead** to discuss with former Councillor Chris Harris whether he wishes to have any further involvement with this.
- d) **Proposal** to decide on disposal/refurbishment of a picnic bench removed from Mill Lane. The Committee **unanimously agreed** to dispose of the bench and to the following **action:**  
**Action:** **Deputy Clerk** to investigate disposal costs.

### 36-01/26 Eastbury Furze

- a) **Proposal** to approach The Shed for help with replacement of rotten timbers on the shelters.  
The Committee **unanimously agreed** the following **action:**  
**Action:** **Deputy Clerk** to approach The Shed.

- b) **Proposal** to replace goal nets

It was noted that the Furze no longer requires the nets currently in storage as they have obtained a set from elsewhere.

**Action: Cllr Mead** to ask Chris Harris whether he is happy to continue storing the spare nets or if the Parish Council should make alternative arrangements.

### 37-01/26 Old Cricket Field

- a) Feedback from Cllr Jones regarding a discussion with Sheepdrove about a Woodland Management Plan.

**Noted:** Cllr Jones reported that she has had one meeting with Sheepdrove and is arranging another. They will jointly be putting together a Woodland Management Plan. Cllr Freeston volunteered to assist with this.

- b) **Proposal** to discuss future use of the hard standing

**Deferred:** The Committee felt that some of the more ambitious ideas put forward for the hard standing area are unsuitable due to regular flooding issues and the fact that the lease forbids the addition of permanent structures. Cllr Freestone suggested moving the existing multi-games goal wall to a new location allowing for hard standing on at least one side. This will be considered in more detail along with Youth Council proposals at the next meeting

### 38-01/26 Cemetery and Land Purchase

- a) **To note:** Cllr Earl agreed to take on the role of second signatory to engage the solicitor for the Cemetery Land Purchase.

**Noted:** The Committee noted the information.

- b) **Proposal** to agree a way forward for completion of the bunker clearance.

**Resolved:** The clearance is partially complete. The Committee **unanimously agreed** that a quote from the existing grass maintenance supplier be considered at the next Full Council meeting if it can be available in time.

- c) **Proposal** to agree the details of the bunker refurbishment project

**Deferred** to the next meeting to allow more time to decide on the scope of works.

**Action: Deputy Clerk** to send everyone a copy of the map showing the location of the new Cemetery Land.

**Action: Cllrs Mead and McKay** offered to visit the Cemetery.

### 39-01/26 Grass Maintenance Contract

- a) **To note** Full Council agreed to implementation of a 14-day schedule with an extended cutting season running from 1<sup>st</sup> February to 30<sup>th</sup> November, no additional cost.

**Noted:** The Committee noted the information and were advised that the contractor has been informed.

- b) **Proposal** to agree date, location and attendees for a meeting with the current supplier.

**Resolved:** The Committee **unanimously agreed** to arrange a meeting at 10am on Tuesday 3<sup>rd</sup> February at the Clerk's Office to be attended by Cllrs Jones and Earl (post meeting note: the supplier has confirmed attendance)

**Cllr Jones** informed the Committee that she would like to stand down due to a heavy schedule of other commitments.

**Cllr Freeston** informed the Committee that he would like to join and was advised by the Deputy Clerk that an agenda item would be added to the next Full Council meeting to approve his membership.

### 40-01/26 Memorials – Information only

And

Arthur Edwards Cripps

2.4.1940 - 21.3.2025

Stephen John Smith

Beloved Son and Grandson  
Born 4th October 1970  
Dies 18th May 2025  
Gone but not forgotten  
Rest in Peace

and  
Maureen Josie  
McDonald  
1925 - 2025

**41-01/26 Items for next meeting**

Deferred items Bunker Refurbishment and Old Cricket Field Hard Standing.

**Meeting closed: 8.23pm**

**Clerk:**

**Date:**

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