



# 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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**MINUTES  
OF A PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 4<sup>th</sup> of FEBRUARY 2026  
AT 7.30 PM  
IN THE MEMORIAL HALL**

**Meeting called by:** Gary Wyatt-Hawkins – Clerk

**Signature:** *G Wyatt-Hawkins*

**Date:** 4<sup>th</sup> February 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.*

**In Attendance:** Cllr Mead – Chair, Cllr McKay Cllr Earl, Cllr Jones, Cllr Snowden, Cllr Leeming, Cllr Freeston, Cllr Middleton and District Cllr Woollaston.

### Agenda Items

**191-02/26 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.*

**Resolved:** Cllr Marshall sent apologies. Council accepted the reasons for absence.

**192-02/26 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.*

**Noted:** That none were given

**193-02/26 To receive and sign the minutes of the Full Council Meeting held on Wednesday, 14<sup>th</sup> of January 2026**

*Local Government Act 1972 Sch 12 para 41(1)*

**Resolved:** That they were a true record of the meeting's decisions. Unanimously **agreed**.

**194-02/26 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.*

**195-02/26 Public Participation**

**196-02/26 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 **consider** the following planning applications

**Pidgeon House Eastbury Hungerford RG17 7JQ**

**Ref. No: 25/02930/LBC** | Received: Mon 22 Dec 2025 | Validated: Wed 07 Jan 2026 |

**Status:** Pending Consideration

**Comments at observations:**

Lambourn Parish Council - **Resolved** not to object. Unanimously **agreed**.

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**Pidgeon House Eastbury Hungerford RG17 7JQ**

**Ref. No: 25/02929/HOUSE** | Received: Mon 22 Dec 2025 | Validated: Wed 07 Jan 2026 |

**Status:** Pending Consideration

**Comments at observations:**

Lambourn Parish Council - **Resolved** not to object. Unanimously **agreed**.

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**College House High Street Lambourn Hungerford RG17 8XN**

**Ref. No: 25/02949/FUL** | Received: Wed 24 Dec 2025 | Validated: Wed 07 Jan 2026 |

**Status:** Pending Consideration

**Comments at observations:**

Lambourn Parish Council - **Resolved** not to object. Unanimously **agreed**.

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**Land Adjacent To Wantage Road Lambourn Hungerford**

**Ref. No: 25/02931/FUL** | Received: Mon 22 Dec 2025 | Validated: Fri 09 Jan 2026 |

**Status:** Pending Consideration

**Comments at observations:**

Lambourn Parish Council - **Resolved** not to object subject to the submission on an improved drainage plan. Unanimously **agreed**.

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**Containers On Land Adjacent To The Grain Store Lambourn Woodlands Hungerford RG17 7TJ**

**Ref. No: 25/02903/FULMAJ** | Received: Wed 17 Dec 2025 | Validated: Thu 08 Jan 2026 |

**Status:** Pending Consideration

**Comments at observations:**

Lambourn Parish Council - **Resolved** to object and requested that the application be *called in* by District Cllr Woollaston. Unanimously **agreed**.

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**Brooks Meadow Baydon Road Lambourn Hungerford**

**Ref. No: 25/00400/FULMAJ** | Received: Thu 20 Feb 2025 | Validated: Fri 28 Feb 2025 |

**Status:** Pending Consideration

**Comments at observations:**

Lambourn Parish Council - **Resolved** to object. Unanimously **agreed**.

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**Plots 4 and 5 Lambourn Business Park Lambourn Woodlands Hungerford**

**Ref. No: 26/00080/FULMAJ** | Received: Fri 16 Jan 2026 | Validated: Fri 16 Jan 2026 |

**Status:** Pending Consideration

**Comments at observations:**

Lambourn Parish Council - **Resolved** to object. Unanimously **agreed**.

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**Baydon House 14 High Street Lambourn Hungerford RG17 8XN**

**Ref. No: 25/02950/FUL** | Received: Wed 24 Dec 2025 | Validated: Mon 19 Jan 2026 |

**Status:** Pending Consideration

**Comments at observations:**

Lambourn Parish Council - **Resolved** not to object. Unanimously **agreed**.

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**197-02/26 Planning Decisions – For Information Only**

Planning Decision Details are provided in the:

*Councillor's supporting information document pack 02-2026*

**198-02/26 Membury Asphalt Plant Appeal Hearing**

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

**Noted:** Cllr Snowden reported that the comments submitted to the inspector by the council have a deadline of the 9<sup>th</sup> of February 2026 by which date the applicant has to respond.

It is hoped that by March 2026 an outcome will be determined.

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199-02/26

#### **Recent Traffic Accidents on Ermin Street**

To **receive** an update from District Councillor Woollaston regarding seeking feedback from Lee Dillon MP in respect of the traffic accidents on Ermin Street.

*Re: Item 176-02/26 January 2026 Full Council Meeting*

**Deferred:** District Cllr Woollaston requested that the Clerk resend the details of the previous communications.

**Action:** The Clerk's Office to resend the copies of the correspondence to date to District Councillor Woollaston.

200-02/26

#### **20 MPH Speed Limit Village Roll Out**

To **receive** an update regarding the meeting, on Monday 26<sup>th</sup> January at 16:00, with 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.

*Re: Item 177-02/26 January 2026 Full Council Meeting*

**Noted:** The Clerk reported that he, Cllr Mead, Cllr Jones and Cllr Earl attended the meeting and recommended that approaches to areas within the village that are frequented by horses be considered for inclusion in the 20mph speed limit, and that where there are transitions from 60mph, appropriate buffer zones of lower speed limits be introduced to maintain a consistent message to drivers for the need to adhere to the revised speed limits. Cllr Jones pointed out the need for the Lambourn Woodlands to be considered within the proposals. The consultant to the Traffic and Road Safety Team at West Berkshire Council noted the feedback and advised there was no set timescale for the implementation. The date for the Statutory Public Consultation has yet to be set.

201-02/26

#### **Public Convenience Repairs**

To **note** the response to enquiries regarding the implications of undertaking drain repairs in insulation from any renovation works.

**Noted:** The Clerk advised that guidance was being sought on what the impact of the drain repairs would be in terms of flooring, partition walls and equipment. One supplier has expressed the view that the drainage issues are more likely to be situated between the Public Convenience and the main exterior connection and will be attending to assess the potential cause.

*Re: item 178-02/26 January 2026 Full Council Meeting.*

202-02/26

#### **Bunker Clearance**

To **approve** the cost for final bunker clearance.

**Noted:** The Clerk advised that a quote for £1,852.16 + VAT has been received for:

- Remove spoil from soil clamp in cemetery @ £1,439.66 + VAT
- Remove mixed waste from side of compost clamp @ £412.50 + VAT

**Noted:** The Clerk advised that the general area around the Bunker is currently very wet and it is recommended that the works be undertaken when the weather improves. The Clerk reported that alternative options were also being investigated.

**Resolved:** Cllr McKay **proposed**, and Cllr Jones **seconded** that the quote not be approved and no action be undertaken until the weather improves and safe access is possible. The council will instead seek the assistance of a volunteer group to undertake the filling of skips. Unanimously **agreed**.

**Action:** Cllr McKay and Cllr Jones to approach local groups to determine if volunteers can be found.

**Noted:** The size requirement and quantity of skips was not determined and will need be resolved at the next meeting of the council in March 2026.

203-02/26

#### **Appointments to External Bodies**

To consider the current appointments to external bodies as requested by Cllr Jones at the January 2026 Full Council Meeting:

**Noted:** The appointments to External Bodies have been revised as follows:

**Flood forum:** *Cllr Jones*

**Lambourn Joint Advisory Committee:** *Cllr McKay*

**Lambourn Library:** Cllr Jones and Cllr Earl

**West Berkshire Police:** Cllr Mead and Cllr Earl

**Patient Participation Group:** Cllr Earl

**The Community Conversation Group (Previously known as Health and Wellbeing Ambassadors):** *No appointed Cllr required.*

**LNDP:** Cllr Jones as primary plus all councillors

204-02/26

**Planning Working Group**

To **consider** the how planning applications will be managed and divided amongst the members of the Planning Working Group going forward.

**Resolved:** Cllr Jones **proposed**, and Cllr McKay **seconded** that revised Membership be as follows:

Cllr Jones, Cllr Leeming, Cllr Middleton and Cllr McKay.

Further, Cllr McKay will present the recommendations of the working group if Cllr Jones is not available. All councillors are to undertake Planning Application training. Cllr Jones will co-ordinate with other working group and council members where site visits are required.

**Action:** The Clerk's Office to investigate training courses and progress as needed.

205-02/26

**Appointment of a Councillor to BOSA Committee**

To **consider** the appointment of a councillor to the BOSA Committee

**Resolved:** Cllr Earl **proposed** and Cllr Mead **seconded** that Cllr Freestone be appointed to the BOSA Committee with immediate effect. Unanimously **agreed**.

Cllr Mead **proposed** and Cllr McKay **seconded** that Cllr Middleton be appointed to the BOSA Committee with immediate effect. Unanimously **agreed**.

206-02/26

**LNDP Final Signoff**

To **approve** the LNDP final submission

*Details are provided in the Councillor's supporting information document pack 02-2026*

**Resolved:** Cllr Jones **proposed** and Cllr Mead **seconded** that the Parish Council approve the submission of the Lambourn Neighbourhood Development Plan to West Berkshire Council under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012. Unanimously **agreed**.

**Noted:** The council expressed their deep gratitude to the LNDP Steering Group for their outstanding efforts and commitment to the project.

**Action:** The Clerk's Office to submit the Plan to West Berkshire Council and post all statutory documents on the Parish Council website accordingly.

207-02/26

**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
  - b **Noted** that Cllr Mead and the Clerk will act as signatories for the appointed solicitors and that the relevant documents have been signed and will shortly be passed to the solicitors.
2. Traffic Survey
  - a **Re:** item 156-11/25 November 2025 Full Council Meeting
  - b To **note** that following the consultation with WBC regarding the 20mph rollout, The Clerk's Office, Cllr Mead and Cllr Jones will liaise with the consultant to establish the objective in order to support the needs of the Lambourn Woodlands and improved safety on Ermin Street.
  - c **Noted** as above
3. Winter Salting Information
  - a **Re:** item 156-11/25 November 2025 Full Council Meeting
  - b To **note** that the Lambourn Trainers Association have settled the 2024/25 Invoice for additional routes
  - c **Noted** as above. Cllr Snowden confirmed that no further action was required on the part of the Clerk's Office in regard to route confirmation as previously requested by the Lambourn Trainers Association.
4. Changes in Waste Legislation
  - a **Re:** item 156-11/25 November 2025 Full Council Meeting
  - b To **note** that the Clerk's Office will aim to speak to the Market Toby before the April 2026 Meeting.
  - c **Noted** as above
5. Speed Indicator Devices
  - a To **receive** any update of the order ETA
  - b **Noted** that the supplier has indicated that the equipment is due for delivery in before the next meeting of the council in March 2026.

**208-02/26 Monthly Accounts**

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

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

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

**Re:** document *December 2025 Transactions and Cost For Approval 2025-02* (presented at meeting)

**Resolved:** Cllr Mead **proposed**, and Cllr Earl **seconded** the approval of the schedule of payments presented. Unanimously **agreed**.

**Noted:** That the December 2025 Income and Expenditure report was the current financial position of Council

**209-02/26 Future Agenda Items**

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

**Noted:** Cllr Jones requested that for the benefit of the meeting transcript, councillors state their name before speaking. Council agreed that this would be a good practice to adopt.

**210-02/26 Close of the meeting**

The Chair declared the meeting closed at: **20:38**

**Signed:** *S Mead*

**Date:** 04/03/2026