



**Summons to the BOSA Committee Meeting
on Wednesday 22nd April 2026
in the Memorial Hall, 7.00pm**

Present: Cllr Marshall, Cllr McKay, Cllr Mead, Cllr Freeston, Cllr Middleton and G Wyatt-Hawkins (Clerk)

Apologies: Cllr Earl sent their apologies, the committee accepted their reason for absence.

01-04/26 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

02-04/26 Election of a Committee Chair and Vice-Chair

Cllr Middleton was proposed and seconded as chair of the committee. There being no further nominations, Cllr Middleton was duly elected and took the chair

Cllr McKay was proposed and seconded as vice-chair of the committee. There being no further nominations, Cllr McKay was duly elected

03-04/26 Minutes of Previous Meeting

Proposal to confirm the minutes of the meeting on Wednesday 17th September 2025.

Noted: The agenda should have required that the minutes of the meeting of Wednesday 28th January 2026 be confirmed.

Resolved: The Committee unanimously approved the minutes of the BOSA Committee meeting held on Wednesday 28th January 2026.

04-04/26 Public Participation

Noted: No members of the public were present

05-04/26 Allotments

Feedback on the Full Council review of Allotment Society Requirements for 2026-27 Financial year.

Noted: The committee considered the details provided by the Clerk and determined to make their recommendations to Full Council at the May 2026 meeting. Those being:

To allocate an amount of the Paddock rent to the allotment society in order that they continue to administer the management of the allotments on behalf of the council.

06-04/26 Finance Review

The Committee to review the BOSA financial report for the current year to date.

Noted: The Committee reviewed the BOSA financial report for the 2025-26 year to date. The Clerk advised that where the "Low Grade Maintenance" entries showed as over budget, and the "Play Area Scheduled Maintenance" showed as under budget, adjustments would be made in the year end closedown to rectify the balances in time for the May 2026 Full Council Meeting.

Resolved: The Committee unanimously agreed that the finances were as expected.

07-04/26 Update – Ivy Removal

Status update from the Deputy Clerk.

Noted: All locations were completed within the agreed five days period except for the Cemetery Hedge. The contractor feedback on the condition of the Cemetery hedges is as follows.

The internal hedge is now an ivy hedge which has a few more years in it until its removal becomes necessary and is best left.

The rest of the ivy is concentrated in the 3 x border hedges in the old part of the cemetery. They would take a significant amount of work to clear and the contractor recommends they focus on a side each winter.

Resolved: The committee unanimously agreed that the works should continue after the nesting season in September.

08-04/26 Mill Lane

- a) Proposal for the Committee to accept an offer from a member of the public to maintain the Astro-turf goal mouths.
 - a. **Resolved:** The Committee unanimously **agreed** to accept the offer of the member of the public
- b) Proposal to approve costs for the planting of 10ft Silver Birches.
 - a. **Resolved:** The Committee unanimously **agreed** that there was no suitable location for the planting, and that the cost were not approved and the planting be cancelled.
- c) Proposal to decide next steps on the use of the excess soil from installation of the astro-turf goal mouths.
 - a. **Resolved:** The Committee unanimously **agreed** that the soil should be offered to a business to see if they wish to take it away.
 - b. **Action:** The Clerk's Office to approach a local business to see if they would be interested.
- d) Information: Committee to be made aware of the requirements for overturning a previous decision in response to a request from a member of the public.
 - a. **Resolved:** The Committee unanimously **agreed** that the previous decision would **not** be overturned.
- e) Proposal from a member of the public to add an end of season leaf clearance at Mill Lane to the grass maintenance contract.
 - a. **Resolved:** The Committee unanimously **agreed** that the leaf clearance and other items removed from the contract should be considered and potentially re-added.
 - b. **Action:** A working group is to be formed to consider the potential amendments and the cost implications.
- f) Proposal from a member of the public to be provided with grass seed and permitted to remedy any bald patches in the grass.
 - a. **Resolved:** The Committee unanimously **agreed** that in conjunction with h) below, a full scope of works should be defined for the improvement of the grass at mill lane in the autumn.
- g) Proposal from a member of the public to place temporary additional signage regarding motorised scooters.
 - a. **Resolved:** The Committee unanimously **agreed** that the current signage was adequate and that no additional signage was necessary.
- h) Proposal from a member of the public for the Committee to examine the football area to assess the ground and consider heavy rolling.
 - a. **Resolved:** The Committee unanimously **agreed** that in conjunction with f) above, a full scope of works should be defined for the improvement of the grass at mill lane in the autumn.
 - b. **Action:** A working group is to be formed to consider the scope of works and the cost implications.

09-04/26 Eastbury Furze

Information: Full Council approved the replacement of rotten timber on the shelters by The Shed and installation has been completed.

Noted: The Committee commended the efforts of the Lambourn Shed and offered their thanks accordingly.

10-04/26 Old Cricket Field

- a) Information: Cutback of dogwood stand has been completed.
 - a. **Noted** as above.
- b) Proposal for the Committee to agree clearance works to be undertaken by Cllr Freeston.
 - a. **Resolved:** The Committee unanimously **agreed** that the clearance works and other projects needed to be formally documented as a project that could then be shared as a community invitation to participate.
 - b. **Action:** Cllr Freeston and the Clerk's Office to prepare a proposal.
- c) Feedback from Cllr Freeston on the Woodland Management Plan.
 - a. **Deferred:** No update was available at this time
 - b. **Action:** the Clerk's Office to ask Cllr Jones to provide an update prior to next meeting.
- d) Proposal to discuss future use of the hard standing – deferred from January meeting.

- a. **Resolved:** The Committee unanimously **agreed** that options for the future use of the hard standing should be subject to a public consultation.
- b. **Action:** The matter is to be set before the Full Council to identify at least three options that can be presented to the public.

11-04/26 Cemetery and Land Purchase

- a) Information: Full Council approved a quote to complete clearance of cemetery bunkers at the March meeting.
- b) Proposal to discuss details of the bunker refurbishment project.
 - a. **Resolved:** The Committee unanimously **agreed** that the costs for the removal of the spoil by the gravedigger should be explored in order that a smaller bunker would only be required.
 - b. **Action:** Cllr McKay to speak to the gravedigger and report back that the next meeting.

12-04/26 Grass Maintenance Contract

- a) Information: A review meeting with the current supplier took place in early February the next meeting date was agreed as Tuesday 2nd June 10.30am, Cllr Jones offered to attend for continuity.
 - a. **Resolved:** The Committee unanimously **agreed** that Cllr Jones should attend the review meeting.
- b) Summary of feedback so far this season.
 - a. **Noted:** The Clerk reported that the hedge cuts where access was possible have been completed and the two weekly schedule is in operation. The ground was very wet at all sites until latter half of March. There have been 4 complaints so far, two were resolved within 24 hours and two within 3 days of contractor being informed.

13-04/26 Litter bin emptying

Information: feedback from Full Council on the approval of a supplier for the weekly emptying of 5 x Parish Council litter bins 2026-27.

Noted: West Berkshire Council was selected as the successful candidate.

14-04/26 Playground Inspections

- a) Proposal for the Committee to approve a supplier for 2026-27.
 - a. **Resolved:** The Committee unanimously **agreed** that the Playground Inspection Company be appointed.
- b) Feedback from the Deputy Clerk on the most recent inspections.
 - a. **Noted:** The Clerk reported that all items were low, or very low risk except for one moderate risk finding on the Junior Multiplay unit at Mill Lane. This finding relates to a connector on one of the rope nets however these nets are already due to be sent away for refurb and repatterning by Ard as part of the 2026-27 playground maintenance programme.

15-04/26 Trees

Proposal to consider a request from a parishioner to undertake a safety inspection for a tree in the churchyard.

Resolved: The Committee unanimously **agreed** that the formal inspections had been adequate and that no further action should be taken.

16-04/26 Three Post Lane

Proposal to consider new gravel for areas of Three Post Lane.

Resolved: The Committee unanimously **agreed** that no new gravel was required.

17-04/26 Memorials – Information only

In memory of
JAMES RADBOURNE
1940-2024

In Loving Memory of
Rose-Marie Hulse
(nee Dean)

27.11.1937 - 13.04.2025
Always In Our Thoughts
R.I.P

Kathleen Adela Pullen
1935 – 2025

In Loving Memory Of
Michael John Day 'Daisy'
17th July 1958 – 5th March 2025
Never Forgotten Forever Missed
18-04/26 Items for next meeting
BOSA Project proposals for 2027-28

Meeting closed: 21:07

Clerk:

Date: