



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 1st of APRIL 2026
AT 7.30 PM
IN THE MEMORIAL HALL**

Meeting called by: Gary Wyatt-Hawkins – Clerk

Signature: *G Wyatt-Hawkins*

Date: 1st April 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 Leeming, Cllr Freeston, and Cllr Middleton.

Agenda Items

234-04/26 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 and Cllr Snowden sent apologies. Council accepted the reasons for absence.

235-04/26 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.

236-04/26 To receive and sign the minutes of the Full Council Meeting held on Wednesday, 4th of March 2026

Local Government Act 1972 Sch 12 para 41(1)

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

237-04/26 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.

238-04/26 Allotments Update

To **consider** a detailed outline of Allotment Society Requirements for 2026-27 Financial year to be presented by Jon Watts, Chair of the Allotment Society.

Noted: Allotment Society provided details of their plans for 2026 and requested the following:

- Lambourn Parish Council undertake to repair the drive the allotment car park.
- Lambourn Parish Council reinstate the provision of funds from the income at the paddocks.

Actions: The Clerk's Office to obtain costs for the repair the drive the allotment car park. An item to be added to the agenda of the next meeting to discuss the matter of funding of the allotments. The Clerk's Office to consult with the auditor to ascertain the Council's obligations regarding the paddock rent.

Details are provided in: Councillor's supporting information document pack 04-2026

239-04/26 Public Participation

To **receive** a statement from Mr Hamilton-Hallows on the subject of "Right of Way over land adjoining Baydon Road".

Details are provided in: Councillor's supporting information document pack 04-2026

Noted: Mr Hamilton-Hallows or his representative did not attend the meeting.

240-04/26

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

The Old Forge Eastbury Hungerford

Ref. No: 26/00378/LBC | Received: Wed 18 Feb 2026 | Validated: Thu 19 Feb 2026 |

Status: Pending Consideration

Comments at observations: Lambourn Parish Council - **Resolved** to Support the application. Unanimously agreed.

Neardown Stables Neardown Upper Lambourn Hungerford RG17 8QP

Ref. No: 26/00332/HOUSE | Received: Fri 13 Feb 2026 | Validated: Tue 24 Feb 2026 |

Status: Pending Consideration

Comments at observations: Lambourn Parish Council - **Resolved** to not to object. Unanimously agreed.

Land South Of Tower Works Lambourn Woodlands Hungerford

Ref. No: 26/00243/OUTMAJ | Received: Tue 03 Feb 2026 | Validated: Wed 25 Feb 2026 |

Status: Pending Consideration

Comments at observations: Lambourn Parish Council - **Resolved** to object on the basis that it represents a material change to the planning balance previously accepted under application 19/02979/OUTMAJ. Unanimously agreed.

Land South Of Tower Works Lambourn Woodlands Hungerford

Ref. No: 26/00244/RESMAJ | Received: Tue 03 Feb 2026 | Validated: Wed 25 Feb 2026 |

Status: Pending Consideration

Comments at observations: Lambourn Parish Council - **Resolved** to strongly object. Unanimously agreed.

The Old Malthouse Stables Upper Lambourn Hungerford RG17 8RG

Ref. No: 26/00294/FUL | Received: Tue 10 Feb 2026 | Validated: Fri 06 Mar 2026 |

Status: Pending Consideration

Comments at observations: Lambourn Parish Council - **Resolved** that unless the properties are tied, the Parish Council object to this application. Unanimously agreed.

Saxon House Stables Upper Lambourn Hungerford RG17 8QH

Ref. No: 26/00476/FUL | Received: Fri 27 Feb 2026 | Validated: Fri 27 Feb 2026 |

Status: Pending Consideration

Comments at observations: Lambourn Parish Council - **Resolved** to object. Unanimously agreed.

Pigeon House Eastbury Hungerford RG17 7JQ

Ref. No: 26/00499/HOUSE | Received: Mon 02 Mar 2026 | Validated: Mon 02 Mar 2026 |

Status: Pending Consideration

Comments at observations: Lambourn Parish Council - **Resolved** to not to object. Unanimously agreed.

The Old Farm Eastbury Hungerford RG17 7JN

Ref. No: 26/00606/HOUSE | Received: Fri 13 Mar 2026 | Validated: Thu 19 Mar 2026 |

Status: Pending Consideration

Comments at observations: Lambourn Parish Council - **Resolved** that as no Orange Notice has been posted, they therefore respectfully request an extension to this decision to allow the local community to form a view. Unanimously agreed.

241-04/26

Planning Decisions – For Information Only

Planning Decision Details are provided in the:

Councillor's supporting information document pack 04-2026

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- 242-04/26 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: That the appeal was allowed and planning permission is granted for the installation and operation of an asphalt plant and associated ancillary development. The council expressed their disappointment at the result and their thanks to councillors and the racing industry for their efforts in representing the community in this matter.
- 243-04/26 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.
Noted that District Councillor Woollaston reported that there had been no response from Lee Dillon MP. Confirmed he would raise the matter when he meets with Lee Dillon MP next week. Cllr Jones advised that the Woodlanders would approach the executive for the highway authority to seek solutions and to bring the matter into the public arena.
Action: The Clerk's Office to contact neighbouring Parish Council to enquire if they would like to work with Lambourn Parish Council to raise the profile of the issues of traffic safety on Ermin Street.
Re: Item 176-02/26 January 2026 Full Council Meeting
- 244-04/26 Public Convenience Repairs**
To **note** the report from the Clerk's Office regarding undertaking drain repairs in insulation from any renovation works.
Noted: The Clerk reported that the supplier has been contacted and that a date was being arranged for the week commencing the 13th of April 2026.
Re: item 178-02/26 January 2026, Deferred item 219-03/26 March 2026 Full Council Meeting.
- 245-04/26 Planning Working Group**
To **note** that the Clerk has received a response from Steve Tilbury Consulting Ltd advising that:

Training can be via zoom or face to face - there being an obvious advantage to a face-to-face session, but on-line would still be effective.
A session would be tailored to our circumstances and would try to make use of appropriate recent applications or responses to illustrate key points.
To **decide** if a session should be arranged and to **note** that the 2026/27 budget is £350.00 for Councillor training and expenses + £80.00 from the 2025/26 budget, which can be carried over via an EMR equalling **£430.00**. The cost of a two-to-three-hour session would be **£500.00** in either format plus **£30.00** to cover travel costs for a face-to-face session.
Resolved: Cllr Jones proposed and Cllr Mead seconded that Steve Tilbury Consulting Ltd be requested to attend to Memorial Hall on 24th of June 2026. Unanimously **agreed**.

Re: Actions on item 222-03/26 March 2026 Full Council Meeting.
- 246-04/26 Litter Bin Emptying**
To **approve** the selection of the supplier for the emptying of Litter Bins for 2026/27
Resolved: Cllr Freeston proposed and Cllr Earl seconded that West Berkshire Council be selected. Unanimously **agreed**.
Details are provided in: Councillor's supporting information document pack 04-2026
- 247-04/26 Planning Enforcement**
To **discuss** the subject of Planning Enforcement as requested by Cllr Jones, and **consider** any required actions.
Noted: Cllr Jones advised that West Berkshire Council only have two enforcement officers that are unable to investigate planning infringements and there has been a large number of cases closed without due attendance. District Councillor Woollaston advised that he would raise the matter of the failure of Planning Enforcement with the West Berkshire Council Executive.
- 248-04/26 Berkshire Digital Infrastructure Group News**
To **receive** a report from Cllr Leeming regarding Digital Infrastructure plans.

Noted: That a presentation was made explaining the plans of the Berkshire Digital Infrastructure Group, working with Icon Tower to erect a mast in Upper Lambourn and that a suitable site has been located. It was requested that Lambourn Parish Council support the planning application when it comes before the council.

249-04/26

Market Square Car Park

To **consider** what repairs should be undertaken to the Market Square Car Park, and if an urgent, temporary repair should be applied to the large pothole currently posing a risk to pedestrians and vehicles.

Noted: The Clerk reported that the Lambourn Shed has offered to trim and fill the potholes with LPC providing the materials. However, West Berkshire operatives attended the Market Square today and completed the repairs.

Resolved: Cllr Freeston proposed and Cllr Middleton seconded that quotes be sought for a full repair and re-lining of the area. Unanimously **agreed**.

Action: The Clerk's office seek quotes for a full repair and re-lining of the area.

250-04/26

Wooden shelters at Eastbury Furze

To consider the options Lambourn Shed have offered for the repairs to the wooden shelters at Eastbury Furze

Resolved: Cllr Mead proposed and Cllr Freeston seconded that the Lambourn Shed be asked to proceed to replace the whole roof and offered their thanks to the Lambourn Shed accordingly. Unanimously **agreed**.

Details are provided in: Councillor's supporting information document pack 04-2026

Action: The Clerk's Office to advise the Lambourn Shed according and pass on the councils thanks.

251-04/26

Annual Assembly To note the date for the Annual Assembly

To **note** that the date of the Annual Assembly has been set as 20th of May at 6:00 PM and that all contributors have been invited accordingly.

The Chair to invite all councillors to attend this and the Informal Meal following the Annual Assembly at 08:00 PM.

Noted: As above

252-04/26

Staffing Meeting

To **request** three councillors to attend a meeting of the Staffing Committee on a date to be scheduled in April or May 2026.

Resolved: Cllr Mead proposed and Cllr Jones seconded that a meeting be arranged in April to be attended by Cllr Jones, Cllr Mead and Cllr Earl. Unanimously **agreed**.

253-04/26

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 To **note** that the documents have been returned to the solicitor and that the Clerk's Office is investigating the next steps (i.e. Seeking Permission in Principal for land use change, required surveys, etc.)

c To **consider** if a Land Agent should be sought to provide guidance conforming to all required land inspections and change of use applications.

d Resolved: Cllr Jones proposed and Cllr Mead seconded that NALC be approached for guidance before land agents are considered. Unanimously **agreed**.

i **Action:** The Clerk's Office to log a request with NALC.

2. Traffic Survey

a **Re:** item 156-11/25 November 2025 Full Council Meeting

b To **note** that initial contact has been made with the consultant and that a meeting will be arranged at the earliest opportunity.

i **Action:** The Clerk's Office to coordinate with Cllr Mead and Jones to arrange a date for the meeting.

3. 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:** The Clerk reported that he has spoken to the Market Toby and that only Carboard Waste removal was required and that the Market Toby would dispose of all other waste.

i **Action:** The Clerk's Office to seek quotes for the revised collection requirements.

4. Speed Indicator Devices
 - a To **receive** any update of the order ETA
 - b **Noted:** The Clerk reported that delivery has been scheduled for the 8th of April. Cllr Mead is aiming to attend to note any usage guidance provided by the supplier.

254-04/26 Monthly Accounts

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

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

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

Re: document *February 2026 Transactions and Cost For Approval 2026-04* (presented at meeting)

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

Noted: That the February 2026 Income and Expenditure report was the current financial position of Council

Closed Session Items

Resolved: to exclude the public under the Local Government Act 1972 due to confidential matters.

255-04/26 Delamere Stables and land at and adjacent to Baydon Road

To **consider** any request from Mr Hamilton-Hallows to LPC regarding on access rights.

Noted: The matter was discussed and a resolutions made

Details are provided in: Councillor's supporting information document pack 04-2026

256-04/26 Banking Signatories

To **note** that the Clerk's Office has prepared the documentation for Cllr's McKay and Earl as a bank signatories and requests the Cllr's fill in the additional details required and return the forms to the Clerk's Office.

Re: *Actions on item 231-03/26 March 2026 Full Council Meeting.*

257-04/26 IT Policy

To **consider** and **adopt** the Lambourn Parish Council IT Policy.

Resolved: Cllr Mead proposed, and Cllr Earl seconded that all of the above be adopted. Unanimously **agreed**.

Re: document *IT Policy 2026 (Draft)*

258-04/26 Future Agenda Items

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

Cllr McKay requested that an item be included to discuss the delays in the advised plans for improvements at the Lambourn Centre.

259-04/26 Close of the meeting

The Chair **declared** the meeting closed at: 21:35

Signed: *S Freston*

Date: 06/05/2026