



LAMBOURN PARISH COUNCIL

The Memorial Hall, Oxford Street, Lambourn, West Berkshire RG17 8XP
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Minutes of the BOSA Committee Meeting on Wednesday 22nd July 2026 in the Memorial Hall, 7.00pm

Present: Cllr Marshall, Cllr Freeston, Cllr Harris and Cllr Stewart-Smythe (minute taker) No Clerk in attendance.

Apologies: Cllr McKay sent his apologies; the committee accepted their reason for absence.

19-07/26 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

20-07/26 Election of a Committee Chair

Cllr Freeston elected to chair meeting only. Consensus of the members present was noted.

Cllr McKay was proposed as future Chairman of the committee by Cllr Harris, who went on to state that from 'out of meeting' discussions with Cllr McKay, Cllr McKay would be prepared to take on the role of Chairman of the BOSA Committee. The consensus of the members present was that he could be elected pending official notification of his agreement to assume this role.

21-07/26 Election of a Committee Vice-Chair

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

22-07/26 Minutes of Previous Meeting

Proposal to confirm the minutes of the meeting on Wednesday 22nd April 2026.

Resolved: The Committee unanimously approved the minutes of the BOSA Committee meeting held on Wednesday 22 April 2026.

23-07/26 Public Participation

Noted: No members of the public were present

24-07/26 Allotments

Feedback on the Full Council review of Allotment Society Requirements for 2026-27 Financial year. Aspects contained in the May Minutes concerning Paddock Rent and Bank accounts were carried forward, as these have not been deliberated by the Full Council Meeting. Previous Locum stated/suggested that this deliberation await the appointment of a new Clerk. This action was carried forward.

25-07/26 Finance Review

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

Noted: That the BOSA Financial report for the current year to date, was not available due to the departure of the Clerk and the delays to year end closure. This action was carried forward.

26-07/26 Update – Mill Lane

- a) Update on the disposal of soil. Cllr Harris indicated that if the soil were not used in the rehabilitation of the grounds he would be prepared to dispose of the soil.
- b) During discussion about the purchase of Astro turf sand, Cllr Harris indicated that he could procure the amounts needed at £85 plus VAT and mileage, to be carried forward to meeting of Full Parish Council.

27-07/26 Old Cricket Field

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.
Action: Cllr Freeston and the Clerk's Office to prepare a proposal.
- b) Feedback from Cllr Freeston on the Woodland Management Plan.
Deferred: No update was available at this time
Action: the Clerk's Office to ask Cllr Jones to provide an update prior to next meeting. Nothing further to report.
- c) Proposal to discuss future use of the hard standing – deferred from January meeting where it was:
Resolved: The Committee unanimously **agreed** that options for the future use of the hard standing should be subject to a public consultation, with three separate options identified.
Action: The matter is to be set before the Full Council, when it can be presented to the public. Nothing has been done in the interim due to certain administrative challenges at office and clerk level.

28-07/26 Cemetery

- a) Information: Full Council approved a quote to complete clearance of cemetery bunkers at the March meeting. See Minute 221-03/26 Full Council 4 March 2026. The grave digger had informed Cllr McKay that the cost to remove grave subsoil would be in the region of £190 per grave. With the recent works involved in lowering the hedge behind the bunkers to allow a relatively straight forward and inexpensive removal of soil from the bunker, Cllr Freeston proposed that the council continue to use the grab and go method of removal, together with jumbo bags to collect grave waste.
Resolved. It was unanimously agreed to proceed with the grab and go method.
Action: Cllr Harris to push ahead with some contacts he had identified.

29-07/26 Grass Maintenance Contract

- a) Information: A review meeting with the current supplier took place on 2nd June and all councillors had been copied on the meeting summary.
- b) A lengthsman scheme had been investigated but there are no local contractors available to fulfil the role.
- c) A proposal was made to set up a working group to meet regularly and review the quality of the service being supplied by the ground maintenance contractor. Cllrs Stewart-Smythe, Marshall, Harris and McKay (in his absence) would form the group. All agreed and a meeting would be arranged shortly.
Action: Cllr Marshall would send information to Tactical as she has a current working Cllr email address

30-07/26 Hand Push Testing of Headstones

Proposal to allocate two persons for hand push safety testing of headstones at closed churchyards, which is Upper Lambourn Cemetery and St Lukes. Agreed. Further action to be advised.

31-07/26 Disposal of stored picnic bench

Proposed and agreed that Cllr Harris will dispose of the bench but would first check with the Lambourn Shed to see if they could make use of it.

32-07/26 Projects for 2027-2028

No discussions took place regarding 2027-28 projects and was carried forward.

33-07/26 Memorials – Information only

In Loving memory

Hayley Annette Johnson

27.11.1983 – 02.04.2015

Beloved Daughter, Sister, Mother.

Everlasting Peace

A loving Mother and Wife

Veronica Angela Foyster

12/12/1941 – 12/02/2026

Items for next meeting

Those items carried forward.

Meeting closed: 21:07

Clerk:

Date: