



LAMBOURN PARISH COUNCIL

The Memorial Hall, Oxford Street, Lambourn, West Berkshire RG17 8XP
Telephone: 01488 72400

email: info@lambourn-pc.gov.uk

AN INVITATION TO A PARISH COUNCIL MEETING TO BE HELD ON WEDNESDAY 4TH NOVEMBER 2026 AT 7.00 PM IN THE MEMORIAL HALL

Meeting called by: Vicky Rieunier – Temporary Voluntary Clerk & RFO

Signature: *Vicky Rieunier*

Date: 29th October 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 (Admission to Meetings) Act 1960 s 1, as extended by the Local Government Act 1972 s 100E.

Agenda Items

88-11/26 | 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.

89-11/26 | To receive any declarations of Members' interests or dispensation requests

To receive any declarations of Members' interests on this agenda.

Localism Act 2011 and the Code of Conduct adopted by the Parish Council.

90-11/26 | To receive and sign the minutes of the Parish Council meeting held on 7th October 2026

Local Government Act 1972 Sch 12 para 41(1)

91-11/26 | Public Participation

To allow members of the public to make representations, ask questions or present

evidence in respect of any item of business listed on this agenda. A maximum 5 minutes per speaker. The overall public session limited to 10 minutes in accordance with Standing Orders.

92-11/26 | 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.

26/02073/HOUSE Expiry Date 29/10/26

Trainers House, Whitehouse Stables, Upper Lambourn, Hungerford RG17 8QP
Single storey side extension including double garage.

26/02225/HOUSE Expiry Date 13/11/26

Crokers Hole Farm Seven Barrows Lambourn Hungerford RG17 8UH
Internal alterations and extension (less than 100sqm) solar panels and air source heat pumps/renewables.

26/02148/LBC Expiry Date: 04/11/26

18 High Street Lambourn Hungerford RG17 8XN
Proposed single storey side/rear infill self contained extension following the demolition of the current 1980's addition and of the same footprint.

Decisions for information only

25/02931/FUL - Withdrawn

Construction of a new agricultural access site. Land adjacent to Wantage Road.

26/01852/HOUSE – Approved

1 Flintjack Place Lambourn Hungerford RG17 8NX
Demolition of existing conservatory and erection of a smaller single-storey rear extension

Appeals for information only

26/00946/CERTE

Summer House, Woodlands St Mary, RG17 7SR
Application for a Lawful Development Certificate for an Existing Use : Office use

93-11/26 | Clerk's Progress Update

To receive an operational progress report from the Clerk on outstanding actions and administrative tasks from previous meetings. *(Note: Any items requiring a formal binding decision or expenditure have been allocated separate agenda items below to ensure lawful voting).*

94-11/26 | Highways and Traffic Management

To consider ongoing traffic and parking issues along the High Street and discuss potential representations or collaborative measures with West Berkshire Council highways authority.

95-11/26 | Streetlighting Repairs and Maintenance

To review quotations and consider and approve necessary expenditure for the repair of one fallen streetlight and non working streetlights within the parish.

96-11/26 | Memorial Board Offer

To consider an offer made to the Parish Council regarding the donation and placement of a memorial board and to resolve upon an appropriate location and acceptance protocol.

97-11/26 | Memorial Hall Day Rate Tariffs

To review, consider and approve revised day-rate hire agreements and tariff structures for standard commercial businesses and charitable organisations using the Memorial Hall.

98-11/26 | Reintroduction of the Halls and Streets Committee

To consider the re-establishment and reintroduction of the Halls and Streets Committee, including its operational scope, draft terms of reference and initial membership.

99-11/26 | Parish Defibrillators

To receive updates and consider formal resolutions on taking over operational responsibility and maintenance of the public defibrillator stationed outside Lambourn Library.

100-11/26 | Allotments and Open Spaces

To resolve to approve the quotation for the necessary repairs to the allotment drive.

101-11/26 | Land Registry First Registration of Parish Land Parcels

To receive a report from the Clerk regarding two parcels of land held by Lambourn Parish Council, specifically The Allotments off Baydor Road and Mill Lane Recreation area, which are currently unregistered with HM Land Registry.

- a) To consider and approve the procurement of specialist legal services to undertake a Voluntary First Registration for both land parcels to safeguard the Council's long term asset ownership.
- b) An earmarking or allocation of up to £3,000 (plus VAT) from general reserves to cover solicitor fees, digital submission disbursements and Ordnance Survey mapping costs.
- c) Granting delegated authority to the Clerk, in consultation with the Chair, to seek competitive quotes from specialist agricultural/public sector solicitors, instruct the

chosen firm and sign the necessary Land Registry applications on behalf of the Council.

102-11/26 | Appointment of Responsible Financial Officer (RFO) and Bank Mandates Update

To formally confirm the appointment of Jane Humphreys as Responsible Financial Officer (RFO) pursuant to Section 151 of the Local Government Act 1972 and to resolve that Jane Humphreys be added as an authorised signatory and online user across all accounts held with Newbury Building Society, Unity Trust Bank, and Barclays Bank, updating the bank mandates to replace outgoing signatories.

103-11/26 | Finance and Administration

To review financial management updates, receive bank reconciliations and consider and approve the schedule of payments presented.

104-11/26 | Lambourn Neighbourhood Development Plan (LNDP)

To receive an update on the LNDP and consider and respond to the formal Examiner's Report.

- a) To consider whether LPC accepts the Examiner's recommendations for the LNDP, as contained in the Examiner's Report.
- b) To consider whether to agree that the Decision Statement be published on 27th November 2026
- c) To consider whether to agree to the Minor Modifications identified in the Decision Statement

105-11/26 | Future Agenda Items

To request or consider items for the next agenda and to note that the next Ordinary Meeting of the Parish Council will be held on 2nd December 2026.

106-11/26 | Exclusion of Press and Public

To resolve that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information relating to appointments, staff employment, and commercial/contractual matters.

Confidential Business (Part 2)

107-11/26 | Staffing Arrangements and Interim Recruitment

To receive confidential updates regarding staff departures, interim administrative cover options and recruitment progress for permanent staffing and to resolve upon appointment terms and associated contractual matters.

108-11/26 | Close of the meeting.