



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 7TH OCTOBER 2026
AT 7.00 PM
IN THE MEMORIAL HALL**

Meeting called by: Vicky Rieunier

Signature: *Vicky Rieunier*

Date: 1st 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

65-10/26	Acceptance of apologies for Absence To receive and accept apologies of absence. <i>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.</i> <i>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.</i> <i>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.</i>
66-10/26	To receive any declarations of Members' interests or dispensation requests To receive any declarations of Members' interests on this agenda. <i>Localism Act 2011 and the Code of Conduct adopted by the Parish Council</i>
67-10/26	To receive and sign the minutes of the following meetings held on • Full Council Meeting held on 1st July 2026 • An Extraordinary General Meeting held on 16th July 2026 • An Extraordinary General Meeting held on 21st September 2026
68-10/26	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.

69-10/26	Planning Applications To consider the following planning application: 1 Mill Lane Lambourn Hungerford RG17 8YP Ref: 26/01885/HOUSE Planning permission is sought for a dropped kerb leading onto Newbury Road Status: Pending Consideration
70-10/26	Precept Payments To note receipt of the second half of the Precept
71-10/26	Finance and Payments To receive, note and ratify essential operational payments released under the authority of EGM minute 12-09/26(R) covering staff costs, statutory HMRC payments, utilities and routine contracted services, to consider any paper verified invoices presented at the meeting and to receive an operational update on financial system access and accountancy review progress.
72-10/26	Annual Governance and Accountability Return (AGAR) To note the submission of the Annual Governance and Accountability Return (AGAR) documents to the external auditor PKF Littlejohn LLP and acknowledge receipt of the submission. The documents were published on the Parish Council Website and posted on the Hall Notice Board on the 30th September 2026.
73-10/26	Remembrance Sunday Arrangements To consider the purchase of a poppy wreath for Remembrance Sunday at a cost not exceeding £40 (under Section 137 of the Local Government Act 1972) and to appoint a council representative to lay the wreath on behalf of the Parish Council.
74-10/26	Playground Inspections To receive an update from Councillor Harris regarding playground inspection reports and consider any necessary maintenance or actions arising.
75-10/26	Allotments To consider the appointment of a council representative to the Allotment Committee and to receive an update on the drafting of an agreement between the Council and the Allotment Committee.
76-10/26	Memorial Benches To consider a proposed policy for memorial benches and to consider a public request for the placement of a memorial bench at the Old Cricket Field.
77-10/26	Burial Ground and Cemetery Matters To receive an operational update regarding the cemetery and burial grounds and to consider any related maintenance, fees or administrative actions.

78-10/26	Defibrillator Policy Review To receive an update regarding recent maintenance costs for parish defibrillators and review the status of the 2024 Defibrillator Policy and its publication.
79-10/26	Cemetery Refurbishment Works To review and consider quotations received for the refurbishment of the cemetery bunkers and to resolve to award the contract.
80-10/26	BOSA Meeting To note the date of the next meeting will be Monday, 26 th October at 7 pm.
81-10/26	Archival Records To consider a request from the Almshouse regarding the archiving of historical Parish Council records currently held at their premises and to agree on a course of action.
82-10/26	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 4 th November 2026.
83-10/26	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)
84-10/26	Staffing and Financial Management Arrangements To receive an update on the recruitment process for the Clerk & Responsible Financial Officer (RFO). To review operational requirements and consider a resolution to rescind or amend previous council resolutions relating to external financial software and support services.
85-10/26	Staffing Committee Recommendations and Associated Expenditure To receive recommendations from the Staffing Committee regarding staff salaries and reward requests and to consider and approve any associated budget adjustments.
86-10/26	Professional Support Services To approve additional expenditure for professional support services.
87-10/26	Close of the meeting.