# OGBOURNE ST GEORGE PARISH COUNCIL

**Clerk to Council: Elizabeth Martin**

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## PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Ogbourne St George Parish Council held at Ogbourne St George Village Hall on Thursday 13th November 2025 commencing at 7:30pm.

Meeting started 19:40

**MEMBERS PRESENT:** Councillors Nathalie Collister [NC], Abigail Barratt [AB] Nicholas Burnet [NB], Sam Frost [SF], Rachel Inglefield [RI], Paul Rouse [PR] (from FC25/26/118)

**OFFICER PRESENT:** Elizabeth Martin [EM], Clerk to the Council

**CHAIR:** Nicholas Burnet [NB]

**APOLOGIES:** None

**ABSENT:** None

FC25/26/113 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
None

FC25/26/114 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None declared.

FC25/26/115 **MINUTES OF THE PREVIOUS MEETING HELD ON 11TH SEPTEMBER 2025**
The minutes were reviewed, with some minor amendments noted

FC25/26/80: Rachel Inglefield was not present, sent apologies.

FC25/26/101: Remove Action point, not valid.

FC25/26/106: Change 50 to 500.

Proposed [NC]. Seconded [SF].

**IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 11th September 2025 Be Accepted As Presented Once Amendments Are Completed**

FC25/26/116 **TO CONSIDER AND AGREE TO CO-OPT AS A PARISH COUNCILLOR FOR OGBOURNE ST PARISH COUNCIL**

FC25/26/117 **To Meet And Receive Questions From Paul Rouse Re-Co-Option To Ogbourne Parish Council**

The Council met Paul Rouse but did not have additional queries that the covering letter and CV had not provided.

FC25/26/118 **To Consider And Agree To The Co-Option Of Pual Rouse To Ogbourne Parish Council**

Proposed [NB]. Seconded [NC]. Agreed.

**IT WAS RESOLVED THAT The Parish Council Accept The Co-Option Of Paul Rouse As A Parish Councillor For Ogbourne St George Parish Council**

PR Signed The Declaration Of Acceptance Of Office and joined the meeting.

FC25/26/119 **TO RECEIVE THE CHAIRS ANNOUNCEMENTS**

NB thanked Rachel for several years of service and her continued involvement in transport group. Welcomed Paul Rouse to the Council. NB thanked councillors for ongoing commitment and for the time each one provides to the Parish. NB also noted the need for more co-options and subcommittees involving the public to help reduce the workload and continue to engage with the Community on local matters.

FC25/26/120 **PLANNING**

PL/2025/08224

**Proposal**
Erection of 1no. agricultural building

**Site Address**
1 Westfield Farm, Ogbourne St George, Marlborough, SN8 1SX

**Application Type**
Full Planning Permission

**Outcome**
No Objection

PL/2025/08909

**Proposal**
Extend steel framed agricultural shed with a steel frame lean-to

**Site Address**
Whitefields Farm, Ogbourne St George, Marlborough, SN8 1TA

**Application Type:**
Prior Notification Building

**Outcome**
No Objection

PL/2025/09014

**Proposal**
Whitebeam to be crown raised by 2m.
Willow to be reduced back by 2m.
Birch tree to be crown raised by 2m.
Conifer to be reduced back from summer house 3m.
Sycamore to be reduced back from summer house 3m.
Sycamore to be crown raised by 2m.
Prunas to be crown raised by 2m.

**Site Address**
Poppins, Ogbourne St George, Marlborough, SN8 1SU

**Application Type:**
Notification of proposed works to trees in a conservation area

**Outcome**
No Objection

FC25/26/121 **TO RECEIVE FOR INFORMATION, THE CLERK'S REPORT**
Draft budget circulated for review; small precept increases proposed due to projects (e.g., Bell Field). Audit season approaching and documents will be circulated for signature. EM chasing SID registration with Wiltshire Policing. Awaiting Kevin Iles quote for shed base. Bus shelter quotes higher than expected but will continue to research. EM highlighted Wiltshire consultation on gypsy/traveller sites; no immediate local impact but monitor.

The Parish Council raised the interest of installation of a dog poo bin on the old cyle path. EM to look into costs from the current service provider IDVerde and bring back costs to the Council.

***Action Points:***

- *Councillors to send budget priorities to Clerk by end of month.*
- *Clerk to start .gov application process and provide timeline update as needed*
- *Clerk to obtain revised bus shelter quotes.*
- *SF or others to download SID data before next meeting for analysis.*
- *Clerk to format community survey for early 2026 rollout.*

FC25/26/122 **FINANCE MATTERS**

FC25/26/123 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3**
None.

FC25/26/124 **To Receive For Information, Disbursements Made Since The Last Meeting**
Attached to these minutes:

FC25/26/125 **To Consider And Approve The Schedule Of Forthcoming Payments**
The following standard payments were noted as forthcoming:

| | |
|---|---|
| Charlton Baker: | £18 |
| Ionos Cloud: | £19.20 + £7.80 |
| HugoFox Website: | £11.99 |
| Kevin Iles: | £245 |
| ID Verde: | £105.60 |
| Tree surgery: | £550 |
| Clerk Salary: | |
| Hedge cut: | £300 |

Proposed [NB]. Seconded [RI]. Passed.

**IT WAS RESOLVED THAT The Forthcoming Payments Be Approved.**

EM noted that she was seeking an additional approval for trimming the hedge as it was inhibiting the highway. One quote received from Council's grounds contractor for £300.

Proposed [NB]. Seconded [RI]. Passed.

**IT WAS RESOLVED THAT The Hedge Be Cut As Soon As Possible And That The Quote From Kevin Isles For £300 Be Accepted.**

FC25/26/126 **To Receive The Draft 2026-2027 Budget Recommendation Document**
Document Received

EM has asked the Council to review the document and put any queries in writing before the next meeting.

The Council discussed the importance of publicising its achievements and ongoing projects to the community. It was noted that residents may not always be aware of the Council's background work over the last year (and the preceding three years). The Chair suggested that a comprehensive "Review of the Year" should be prepared for the Annual Parish Meeting in May. The Clerk [EM] suggested using a specific, professional report format she has successfully implemented with other councils to increase visibility and engagement. : The Council agreed that a summary of these achievements, along with a statement of objectives for the 2026–2027 period, should be posted to the Parish Council Facebook page. It is hoped this transparency will encourage more public participation and help with councillor recruitment.

[NC] will produce a draft of the "Review of the Year" and proposed 2026–2027 objectives for review, which will then be used for both the Facebook page and the annual report.

Council also suggested a Facebook post thanking Paul for coming on board, RI will publish the post.

FC25/26/127 **TO RECEIVE ANY UPDATES FROM WORKING GROUPS AND OUTSIDE BODIES**

FC25/26/128 **Local Highways and Footpath Improvement Group (LHFIG)**
Thursday, 25th January at 10.00 to be held in Marlborough Town Hall

***Action Points:***

- *Clerk to circulate LHFIG cycle and minutes for 2026-2027*

FC25/26/129 **Marlborough Area Board**

Next Meeting Tuesday 18th November 2025, 19:00, The Assembly Room, Mildenhall Village

The Council reported that the September Area Board was attended by the PC. Police performance in Wiltshire has significantly improved, low crime reported and, youth grants are available (to be applied with match funding).

https://cms.wiltshire.gov.uk/ieListMeetings.aspx?CId=165&Year=0

https://cms.wiltshire.gov.uk/ieListDocuments.aspx?MId=16074&x=1

FC25/26/130 **Transport Working Group – To Receive An Update**

FC25/26/131 **To Discuss And Agree Council Actions To Address Road Safety On The High Street As Reported By Parish Residents**

Councillors addressed road safety concerns on the High Street reported by residents, focusing on the pursuit of H bars on the roadways and signage with Wiltshire Highways. The Council also agreed that a letter drop to local residences near the reported issue will be formatted and delivered following Christmas.

The Council discussed the need for signage to guide members of the public to the current dog waste bins. EM to price out the signage and circulate to the Council. An additional dog waste bin was also discussed. EM to formally approach ID Verde for a quote for anther bin and installation costs.

Council looking at two areas of the Marlborough Road, one at the top of the Hight Street and the other by St Georges Close.

***Action Points:***

- *EM to draft a High Street parking letter for delivery following Christmas*
- *EM to price dog waste signs/stickers and circulate links.*

FC25/26/132 **To Discuss And Receive An Update On The MOP (Member Of The Public) Request For Bottom Lane To Be Made A One Way Road.**

The Parish Council discussed the concerns raised for the road access and safety. The Council did not agree that pursuing a one-way solution is the correct resolution to the issues being reported. The Council will conduct a review of the existing signage on Bottom Lane and bring back additional information at the March meeting. The Council will investigate the option of additional signage as possible solution for the issue and bring the information back to a future meeting.

FC25/26/133 **To Discuss Next Steps For Various Signs In The Village**

The Parish Council discussed the ongoing desire to aid in reducing the impact of HGV traffic using OSG as an alternative route due to the road structure of the Village. [RI] will contact Wiltshire Highways regarding appropriate placement of signage and James Shepherd before any further decisions are taken. To be updated in a future meeting.

***Action Points:***

- *RI to pursue High Street signage/H bars with James Martin Cook/James Sheppard*

FC25/26/134 **Community Spirit Initiatives Working Group**
Summarised in FC25/26/135

FC25/26/135 **To Receive An Update On Christmas Celebrations For 2025**
Christmas event 7 December 2025, 5-7pm; collaboration with school taking place this year at the Village Hall. The Council discussed the importance of engagement with the Village to continue to make this a Parish event supported by the Parish Council.

FC25/26/136 **Communications Working Group - To Receive An Update**
No new update provided – The Parish Council is still reviewing a new model for The Dragon in 2026.

FC25/26/137 **Bell Field Working Group**
Smaller pitch recommended. Access to the site is being addressed with local parishioners to consider provision of access through a shared driveway. The Parish Council to consult regarding this as an option with residents. The Parish Council is looking at next steps for the Council Report and Consultation document to include planning funding and identified grant applications available. The Council also noted that the walking path up to Bell Field is quite slippery. The Council will investigate the potential use of scalping's and come back with information at a future meeting.

***Action Points:***

- *NB to contact Dominic Fry for grant advice*
- *SF/NB to informally discuss driveway access with neighbours.*
- *Clerk to contact planning re Bell Field permissions.*
- *SF to contact school re Bell Field use.*
- *SF to contact Matthew for scalping's and access quotes.*

FC25/26/138 **TO RECEIVE THE ROSPA REPORT FOR THE PLAY AREA AT THE VILLAGE HALL**
Report Received

FC25/26/139 **TO DISCUSS AND IDENTIFY 5 AREAS IN THE VILLAGE FOR THE DISCRETIONARY GULLY SERVICE FOR WILTSHIRE TO MANAGE WEEK COMMENCING 24-26TH OF NOVEMBER 2025**
[SF] To Provide EM With W3W Locations Of Drains Needing To Be Cleared

FC25/26/140 **TO RECEIVE AN UPDATE ON THE PURCHASE OF A STORAGE AREA AT THE VILLAGE HALL**
***Action Points:***

- *EM to obtain quotes for the base to be placed before the shed is purchased.*

FC25/26/141 **TO DISCUSS AND AGRE NEXT STEPS FOR AN ADDITIONAL DOG WASTE BIN AT THE OLD RAILWAY LINE BY BYTHAM ROAD (WHAT3WORDS MASTERFUL/EFFORT/CHEAPER)**

***Action Points:***

- *EM to obtain a quote from IDVerde to provide costings for another bin.*

FC25/26/142 **TO REVIEW AND AGREE THE DATES FOR THE FULL COUNCIL MEETINGS IN 2026-2027**

Date provided in principle agreed. No changes to the current structure of the Parish Council meetings. Agreed dates may be found here:

https://www.ogbournestgeorge.org.uk/community/ogbourne-st-george-parish-council-20256/home/

FC25/26/143 **TO NOTE THE RACE TO THE STONES FOR 2026 IS 11TH-12TH JULY 2026**

Council Noted

FC25/26/144 **TO RECEIVE FOR INFORMATION CORRESPONDENCE AND CIRCULARS RECEIVED**

List of circulated items reviewed; no actions needed.

FC25/26/145 **TO CONSIDER ITEMS OF MAINTENANCE**

The hedge in the play park nearest the main road. The gate in the play park as highlighted in the ROSPA report.

FC25/26/146 **KEY MESSAGES.**

The Council is still looking for new Cllrs to join the Council. Christmas tree event to take place on the 7th December; public attendance is welcomed at Parish Council Meetings.

FC25/26/147 **NEXT MEETING.**

The next meeting will be held at 7:30pm on Thursday 8th January 2026. Ogbourne St George Village Hall

These minutes are accepted as a true and accurate record: -

Signed Sam Frost _____ Date 04/03/2025 _____

Meeting Concluded: 21:30

## Summary Of Public Participation Section

Opened 19:39

a) Report from Unitary Councillor.

Cllr James Sheppard was not in attendance, and no report was provided.

b) PCSO Report

PCSO not in attendance, no report received.

c) Public Participation

None Received

**Action Points:**

None.

Progress | RightSignature

# SIGNATURE CERTIFICATE

**REFERENCE NUMBER**
30AF6DC1-58C9-49EC-9A0D-79B5D3842600

| TRANSACTION DETAILS | DOCUMENT DETAILS |
|---|---|
| **Reference Number**<br>30AF6DC1-58C9-49EC-9A0D-79B5D3842600 | **Document Name**<br>OSG 131125 Meeting Final Minutes |
| **Transaction Type**<br>Signature Request | **Filename**<br>OSG_131125_Meeting_Final_Minutes.pdf |
| **Sent At**<br>04/03/2026 08:14:55 PM +00 | **Pages**<br>8 pages |
| **Executed At**<br>04/03/2026 10:29:06 PM +00 | **Content Type**<br>application/pdf |
| **Identity Method**<br>email | **File Size**<br>312 KB |
| **Distribution Method**<br>email | **Original Checksum**<br>37bfc1f3e3a8b0fad943e17a073c84c98213a99194bbb2d6f3cf0d8c04e1a319 |
| **Signed Checksum**<br>1cac6de97b59a2f72d10e1361eeec4e30fe3ee06d9f65776d9818113b47a2d1d | |
| **Signer Sequencing**<br>Disabled | |
| **Document Passcode**<br>Disabled | |

## SIGNERS

| SIGNER | E-SIGNATURE | EVENTS |
|---|---|---|
| **Name**<br>Sam Frost | **Status**<br>signed | **Viewed At**<br>04/03/2026 10:27:47 PM +00 |
| **Email**<br>sam.frost@ogbournestgeorge.org.uk | **Multi-factor Digital Fingerprint Checksum**<br>4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945 | **Identity Authenticated At**<br>04/03/2026 10:29:05 PM +00 |
| **Components**<br>10 | **IP Address**<br>104.28.40.142 | **Signed At**<br>04/03/2026 10:29:06 PM +00 |
| | **Device**<br>Safari via Mac | |
| | **Typed Signature**<br>Sam Frost | |
| | **Signature Reference ID**<br>CCF5033A | |

## AUDITS

| TIMESTAMP | AUDIT |
|---|---|
| 04/03/2026 08:14:55 PM +00 | Elizabeth Martin (parishclerk@ogbournestgeorge.org.uk) created document 'OSG_131125_Meeting_Final_Minutes.pdf' on Chrome via Mac from 146.198.203.137. |
| 04/03/2026 08:14:56 PM +00 | Sam Frost (sam.frost@ogbournestgeorge.org.uk) was emailed a link to sign. |
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