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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 10th March 2022
commencing at 7:30pm.

MEMBERS PRESENT: Councillors Nicholas Burnet [NB], Abigail Barrett [AB], Robin Green [RG], Sam Frost [SF], Nathalie Collister [NC], Rachel Inglefield [RI]

OFFICER PRESENT: Elizabeth Martin [EM], Clerk to the Council (by video link)

CHAIR: Sam Frost [SF]

APOLOGIES: None

FC21/22/128 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
None Received

FC21/22/129 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**

FC21/22/130 **To Consider And Agree To Those Dispensations Received**
Two received from NC and NB.

Both Councillors stated, in their written submission, that they believed they did not hold a Disclosable Pecuniary Interest in this matter but would prefer to err on the side of caution. As the matter involves all residents in the street this is a community issue, and they are acting on their behalf.

Proposed SF. Seconded RG. Passed.

IT WAS RESOLVED THAT under Section 33(2e) of the Localism Act 2011 both NC and NB be allowed to be present to discuss (but not to register a vote) the adoption of Coles Meadow, its signage and business related to it (Agenda Item 8 - FC21/22/139).

FC21/22/131 **To Receive any Declarations of Interest**
RI stated an interest in planning in Hallam, the planning item is not on the agenda but may be discussed.



FC21/22/132 **MINUTES OF THE PREVIOUS MEETING HELD ON 10TH JANUARY 2022**

Proposed RI. Seconded NC. Passed.

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 10th JANUARY 2022 be accepted as written.

FC21/22/133 **CHAIRMAN'S ANNOUNCEMENTS**

There will be an informal meeting for the public on 6th April in the Inn With The Well for the public to meet Councillors

FC21/22/134 **PLANNING**

FC21/22/135 **To receive the planning report dated 8th March 2022**

The Planning report was received.

FC21/22/136 **To Consider the following Planning Application from Wiltshire Council**

Application: [PL/2022/00356](#) & [PL/2022/00115](#)

Location: Home Farm House, Chiseldon Road, Ogbourne St George, SN8 1SU

Proposal: Proposed orangery to replace existing conservatory

Outcome: No Objection

Application: [PL/2022/00633](#)

Location: The Park, Ogbourne St George, Marlborough, SN8 1SL

Proposal: Mature Holm Oak (T1 on attached plan). Quercus Ilex. This Large and Mature Tree has a main trunk and canopy, but also has 3 separate branches originating from below soil level at the base of the main trunk. These 3 limbs substantially overhang the adjacent high street, and footpath, and also are growing into and around the electricity cable that runs parallel to the footpath. The applicant is concerned about the potential hazard to vehicles on the high street and the neighbouring property directly opposite the tree, and potential damage to the electricity cables. Our intention is to cut back the 3 overhanging limbs to eliminate the overhang to the road and power cables. This will leave the main body of the tree untouched, and the pruning



will be done in such a way as to leave the tree in a natural looking and safe condition
Outcome: No Objection

Application: [PL/2022/00621](#)
Location: Bucklefields, Ogbourne St George, Marlborough, United Kingdom, SN8 1TF
Proposal: Construction of Single Storey Side Extension
Outcome: Comments to Clerk by 21st March.

Application: [PL/2022/01043](#)
Location: Home Farm House, Chiseldon Road, Ogbourne St George, SN8 1SU
Proposal: T1 Blue Cedar - reshape, remove broken branches, and reduce height by 2m
T2 & T3 Conifers - Fell
Outcome: No Objection

Application: [PL/2022/01026](#)
Location: The Limes, Ogbourne St George, SN8 1SU
Proposal: H1 Conifer - reduce to 2m above ground level,
H2 - Conifer - Fell
H3 - Conifer - Reduce to 3m above ground level
Outcome: No Objection

Application: [PL/2022/01075](#)
Location: Whitefields Farm, Ogbourne St George, Marlborough, SN8 1TA
Proposal: Conversion of existing barn to form single dwellinghouse, with associated landscaping, parking, and private amenity space.
Outcome: No Objection

- FC21/22/137 **TO RECEIVE FOR INFORMATION, THE CLERK'S REPORT**
EM reported that the Council will be preparing for Audit. EM has requested that any outstanding invoices be sent over as soon as possible.
- FC21/22/138 **TO CONSIDER AND AGREE TO THE GROUNDS MAINTENANCE CONTRACT FOR THE FORTHCOMING 3 YEARS**
Council discussed three contracts provided. The quote from Mr Isles was felt to be best value.



3 Year Grounds Maintenance Contract. March 2022 to March 2025

Guidance:

Budget of £2500

Costs (ex VAT)		Per Year	Per Cut	Term
Grounds	Kevin Isles	£ 2,200	£220 Per Cut	£ 6,600
	IDVerde	Year 1 £2,811.28	Average Of £287 Per Cut over 3 yrs	£ 8,604
		Year 2 £2,867.51		
		Year 3 £2,924.86		
	Scofell Landscaping	£ 2,450	£245 Per Cut	£ 7,350
	Bawden Landscaping	No Quote	No Quote	No Quote

Proposed SF. Seconded NC. Passed.

IT WAS RESOLVED THAT Kevin Isles be awarded the grass cutting contract for the next 3 years.

FC21/22/139 **TO DISCUSS THE COUNCIL'S SUPPORT FOR THE NAMING OF COLES MEADOW (WITH DEAD END SIGNAGE)**

Fully supported by the Council

Action: EM to write to Wiltshire Council with supporting papers.

FC21/22/140 **TO CONSIDER AND AGREE TO THE APPOINTMENT OF BRIDGET BOWEN AS THE COUNCIL'S INTERNAL AUDITOR FOR 21/22**

Proposed AB. Seconded Rob Green. Passed.

IT WAS RESOLVED THAT Bridget Bowen be awarded the contract to complete the internal audit for Ogbourne St George Parish Council.

FC21/22/141 **FINANCE MATTERS**

FC21/22/142 **To Receive The Bank Reconciliations As Presented.**

Not provided. Year end in 3 weeks and reconciliations to be done at that time.

FC21/22/143 **To Receive For Information, Disbursements Made Since The Last Meeting**

Received and attached to these minutes.

FC21/22/144 **To Consider and Approve the Schedule of Forthcoming Payments**

Proposed SF. Seconded RG. Passed.

IT WAS RESOLVED THAT the Forthcoming Payment Schedule be Approved.

Attached to these minutes



- FC21/22/145 **TO RECEIVE UPDATES FROM WORKING GROUPS AND OUTSIDE BODIES**
- FC21/22/146 **Community Area Transport Group (CATG) (2 Members)**
RI attended and raised the Parish Council's potential plans. Cllr James Shepherd would like to come and meet with the working group to discuss.
- FC21/22/147 **Marlborough Area Board (MAB) (2 Members)**
Next meeting is 11th January. AB attending.
- FC21/22/148 **Transport Working Group**
No update
- FC21/22/149 **Community Spirit Initiatives Working Group**
Christmas Tree event was very successful. Group will be looking at potential Jubilee events
- FC21/22/150 **Communications Working Group**
A further volunteer has come forward to assist with the Dragon newsletter.

The Council discussed possible siting of a new noticeboard. SF will send photo and location for Coles Meadow to EM to check whether a noticeboard could be sited on the pavement in this area.
- FC21/22/151 **TO RECEIVE FOR INFORMATION CORRESPONDENCE AND CIRCULARS RECEIVED.**
EM reported that a response has been received regarding the wall at Bucklefields. EM will write to the owners to remind them that planning is needed regarding their wall.
- FC21/22/152 **TO CONSIDER ITEMS OF MAINTENANCE.**
There will be a Spring clean in May. All are welcomed to come and help. Date to be announced.

NB suggested that, where there are issues for Wiltshire Council to address, please use the My Wiltshire App.

EM to re-follow-up on the bus shelter with the potential of removing and replacing with a bench.
- FC21/22/153 **KEY MESSAGES.**
6th April – "Meet Your Councillors" informal meeting at the Inn With The Well.

Cake Sale Village Hall, 19th March

Any issues for Wiltshire Council to fix, please raise on the My Wiltshire App.



FC21/22/154 **NEXT MEETING.**

The next meeting will be held on Thursday 12th May 2022 at 7:30pm, it will be preceded by the Annual Village Meeting at 7pm. Both in the Village Hall.

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

Signed _____ Date _____

Summary Of Public Participation Section

a) Report from Unitary Councillor.

Cllr James Shepherd was unable to attend. No Report

b) PCSO Report

No PCSO

c) Public Participation

None

OGBOURNE ST GEORGE PARISH COUNCIL MEETING – FULL COUNCIL MEETING
DISBURSEMENTS AND PAYMENT SCHEDULE

10th March 2022



Reference or Cheque No.	Date	Payee	Invoice No	Purpose	Amount*	VAT
Receipts						
Payments Made Since The Last Meeting						
2021-22-057	10-Jan-22	Elizabeth Martin	Expenses	RightSignature Renewal (12m)	£ 106.95	N
2021-22-058	10-Jan-22	Cllr. Nathalie Collister	Expenses	Christmas Festivities Expenses	£ 71.00	N
2021-22-059	10-Jan-22	Cllr. Rachel Inglefield	Expenses	Christmas Festivities Expenses	£ 10.90	N
2021-22-060	10-Jan-22	Cllr. Rob Green	Expenses	Christmas Festivities Expenses	£ 49.86	M
2021-22-061	10-Jan-22	The Inn With The Well	Expenses	Additional Mulled Wine & Electricity Contribution	£ 50.00	N
2021-22-062	10-Jan-22	Elizabeth Martin	Expenses	Various Items for Village Cleanup	£ 404.76	M
2021-22-063	08-Feb-22	Charlton Baker	50202	Payroll January	£ 12.50	Y
2021-22-064	27-Jan-22	Elizabeth Martin	January	Allowance	£ 25.00	N
2021-22-065	27-Jan-22	Elizabeth Martin	January	Salary		N
2021-22-066	10-Mar-22	Elizabeth Martin	February	Allowance	£ 25.00	N
2021-22-067	10-Mar-22	Elizabeth Martin	February	Salary		N
2021-22-068	10-Mar-22	Charlton Baker	51041	Payroll February	£ 12.50	Y
2021-22-069	10-Mar-22	Sovereign	49265	Bronze Annual Package - Playground	£ 266.40	Y
2021-22-070	27-Jan-22	Salisbury Diocese		Annual Hall Rent	£ 200.00	N
2021-22-071	10-Mar-22	Bawden	25542	Grounds - January	£ 176.27	Y
2021-22-072	10-Mar-22	Bawden	25732	Grounds - February	£ 176.27	Y
2021-22-073	10-Mar-22	Bawden	25911	Grounds - March	£ 176.27	Y
Re-Occuring Direct Debits						
	Monthly	Ionos 1&1 Internet		Email	£ 3.00	Y
	Monthly	Ionos 1&1 Internet		Internet	£ 18.00	Y
	07-Sep-22	Information Commissioner		ICO Membership 22/23	£ 35.00	N
Internal Banking Transfers Since Last Meeting						
Forthcoming Approved Payments (not included on Reconciliation)						
2021-22-074	24-Mar-22	Charlton Baker		Payroll March	£ 12.50	Y
2021-22-075	27-Mar-22	Elizabeth Martin	March	Allowance	£ 25.00	N
2021-22-076	27-Mar-22	Elizabeth Martin	March	Salary		N

* Amounts include VAT