



**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 remotely using Cisco WebEx, Ogbourne St George on Thursday 14<sup>th</sup> May 2020  
commencing at 7:30pm.

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**MEMBERS PRESENT:** Councillors Robin Green [RG], Will Sandison [WS], Andrew Tuckey [AT], Sam Frost [SF], Bob Tanner [BT], Rachel Inglefield [RI]

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

**CHAIR:** Andrew Tuckey

**APOLOGIES:** Jane Davies, Melissa Camilleri

FC20/21/001 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**  
Jane Davies (Unitary Councillor) and Melissa Camilleri (PCSO)

FC20/21/002 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**  
None

FC20/21/003 **MINUTES OF THE PREVIOUS MEETING HELD ON MARCH 12TH**  
Proposed RG. Seconded SF. Passed.

**IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on March 12<sup>th</sup>, 2020 be accepted as written.**

FC20/21/004 **CHAIRMAN'S ANNOUNCEMENTS**  
No announcements made

FC20/21/005 **POLICE REPORT**  
No PCSO in attendance  
The Clerk will post the Police Report on the website.

FC20/21/006 **UNITARY COUNCILLOR REPORT**  
No Unitary Councillor in attendance.



FC20/21/007 **PLANNING**

New:

None Received

Decisions:

**Application:** 20/00097/VAR

**Location:** Ogbourne C of E Primary School, High Street, Ogbourne St George, Marlborough, Wilts, SN8 1SU

**Proposal:** Variation of planning condition no 2 of K/59788/WCC to allow hours of use to be 07:00 - 23:00 Monday-Saturday and 07:00-21:00 Sundays

**Decision:** Approved with Conditions

**Application:** 20/01901/TCA

**Location:** Applegarth, Ogbourne St George, Marlborough, Wiltshire, SN8 1SU

**Proposal:** Fell 1 Cherry Tree

**Decision:** No Objection.

FC20/21/008 **TO RECEIVE FOR INFORMATION, THE CLERK'S REPORT**

Tree work at the Village Hall will now be resumed. The Clerk will be meeting with Conservation Contractors in the next fortnight.

The Highways Improvement Request for the Historic Signage project has been submitted to CATG. The Parish Council will await next steps from Wiltshire.

The AGM and Annual Village Meeting has been postponed for the time being. Once the COVID19 restrictions are relaxed the Council will review a reasonable date to hold this meeting. The Parish Council recognises that Nationally the legislation for requiring an AGM in May has been relaxed in light of the COVID19 epidemic.

The Council Website is slowly being updated. The webpage can be found at [www.ogbournestgeorge.org.uk](http://www.ogbournestgeorge.org.uk)

The Clerk welcomes any feedback for future updates.

The Council has agreed to support the request of the Clerk to participate in the Local Council Award Scheme. This is a scheme that will focus on Governance of the Council and will undergo a peer review for content. The accreditation sought is Foundation Level and would be in place for 4 years. This opportunity will allow the Parish Council to reach the first tier of good practice and demonstrate a quality standard. There is a two-part fee of £50. One for registration and one for the accreditation fee. Both of these fees sit within the financial regulations for the Clerk to approve; Council were happy to support the programme.



- FC20/21/009 **TO RECEIVE FOR INFORMATION, DISBURSEMENTS MADE SINCE THE LAST MEETING AND TO SIGN THOSE PRESENTED AT THE MEETING**  
 The following items are paid via direct debit and were advised at the meeting.  
 1&1 Internet Website (2 months) £1.20 x 2
- FC20/21/010 **TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**  
 None.
- FC20/21/011 **TO CONSIDER ITEMS OF MAINTENANCE.**  
 A member of the public contacted the Clerk to ask for assistance with potholes in the village. Wiltshire Council has been notified and asked to assist.
- FC20/21/012 **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR YEAR ENDED 31ST MARCH 2020:**
- FC20/21/013 **To Receive for information, the final Internal Auditor report for 2019/20.**  
 Received and Noted.
- FC20/21/014 **To Receive the AGAR Annual Internal Audit Report from the Auditor.**  
 Received and Noted
- FC20/21/015 **To Consider and Approve the AGAR Section 1 Governance Statement 2019/20 (Assertions).**  
 Proposed RG. Seconded SF. Passed.  
**IT WAS RESOLVED THAT the AGAR Section 1 Governance Statement be approved as tabled.**
- FC20/21/016 **To Consider and Approve the AGAR Section 2 Accounting Statements for 2019/20.**  
 Proposed RG. Seconded SF. Passed.  
**IT WAS RESOLVED THAT the AGAR Section 2 Account Statements for 2019/20 be approved as tabled.**
- FC20/21/017 **To Approve the sending of the Exemption Certificate to the External Auditor.**  
 Proposed RG. Seconded SF. Passed.  
**IT WAS RESOLVED THAT the Exemption Certificate be filed with the External Auditor.**  
 Action: EM to file the Exemption Certificate
- FC20/21/018 **To Note the dates for the public to exercise their rights will be from Monday 1st June to Friday 31st July 2020.**  
 Received and Noted.



- FC20/21/019 **To Resolve to re-appoint the Internal Auditor for the internal audit in 2020/2021. The fee proposed is £315.**  
Proposed WS. Seconded RG. Passed.  
**IT WAS RESOLVED THAT to re-appoint the Internal Auditor, Bridget Bowen, for the 2020/21 Internal Audit at a proposed fee of £315.**
- FC20/21/020 **APPOINTMENT OF COUNCILLORS TO EXTERNAL GROUPS**  
To resolve to appoint on the following:
- FC20/21/021 **As a nominated Trustee to the Village Hall Management Committee**  
Proposed AT. Seconded RI. Passed.  
**IT WAS RESOLVED THAT Will Sanderson be the nominated Trustee to the Village Hall Management Committee for the coming year.**
- FC20/21/022 **As a representative to WALC/NALC**  
Proposed AT. Seconded RG. Passed.  
**IT WAS RESOLVED THAT Sam Frost be the nominated representative to WALC/NALC for the Coming Year.**
- FC20/21/023 **TO RECEIVE FOR INFORMATION THE ANNUAL REPORT AND ACCOUNTS FOR THE VILLAGE HALL MANAGEMENT COMMITTEE**  
Received and Noted.
- FC20/21/024 **FINANCE MATTERS**  
Bank Reconciliations Reviewed and Signed As Presented
- FC20/21/025 **KEY MESSAGES.**  
The Council has been contacted regarding bonfires in the Village. The Council would like to remind the Parish of the information that was released by Wiltshire Council regarding the use of bonfires during the quarantine for COVID19. Please be familiar with the information. The Council would ask that the Wiltshire Councils guidance is adhered to during this difficult time. If you have any queries, please come and speak to any Council member.  
<http://www.wiltshire.gov.uk/env-health-smoke-nuisance>
- FC20/21/026 **NEXT MEETING.**  
The next meeting will be held on Thursday 9<sup>th</sup> July 2020 at 7:30pm.



Summary Of Actions

FC20/21/017 Action: EM to file the Exemption Certificate

Summary Of Resolutions

- FC20/21/003 IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on March 12th, 2019 be accepted as written.
- FC20/21/015 IT WAS RESOLVED THAT the AGAR Section 1 Governance Statement be approved as tabled.
- FC20/21/016 IT WAS RESOLVED THAT the AGAR Section 2 Account Statements for 2019/20 be approved as tabled.
- FC20/21/017 IT WAS RESOLVED THAT the Exemption Certificate be filed with the External Auditor.
- FC20/21/019 IT WAS RESOLVED THAT to re-appoint the Internal Auditor, Bridget Bowen, for the 2020/21 Internal Audit at a proposed fee of £315.
- FC20/21/021 IT WAS RESOLVED THAT Will Sanderson be the nominated Trustee to the Village Hall Management Committee for the coming year.
- FC20/21/022 IT WAS RESOLVED THAT Sam Frost be the nominated representative to WALC/NALC for the Coming Year.

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

Signed \_\_\_\_\_

Date \_\_\_\_\_

Summary Of Public Participation Section

No Items Raised.