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 11th September 2025 commencing at 7:30pm.

Meeting started 19:31

MEMBERS PRESENT: Councillors Nathalie Collister [NC], Abigail Barratt [AB], Nicholas Burnet [NB], Sam Frost [SF], ~~Rachel Inglefield [RI]~~

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

CHAIR: Nicholas Burnet [NB]

APOLOGIES: ~~None~~. Rachel Inglefield [RI]

ABSENT: None

FC25/26/115 Approved Corrections

FC25/26/080 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
~~None~~. Rachel Inglefield [RI]

FC25/26/081 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None declared.

FC25/26/082 **MINUTES OF THE PREVIOUS MEETING HELD ON 10TH JULY 2025**
The minutes were reviewed, with some minor amendments noted from previous email correspondence.

Proposed [NC]. Seconded [AB].

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 10th July 2025 Be Accepted As Presented

FC25/26/083 **TO RECEIVE THE CHAIRS ANNOUNCEMENTS**
The Chair noted a village fete on Saturday from 2:00 to 4:30 PM, encouraging attendance.

FC25/26/084 **PLANNING**

PL/2025/06811

Proposal
Single and two-storey (plus roof) rear extension to replace existing single-storey extension, replacement of windows, rebuilding and alterations to outbuildings, erection of gate and garden wall, and associated alterations

Site Address
Rectory Farm, Ogbourne St George, Marlborough, SN8 1SL

Application Type
Full Planning Permission

Decision
No Objection

A new, unlisted planning issue regarding a patio and summer house at Rose Cottage was also discussed. The owners had begun building without permission in a conservation area, and a neighbour had complained to Wiltshire Council. Owner has been advised to contact Wiltshire planning department and review retrospective planning options.

No decisions were made.

FC25/26/085 **TO RECEIVE FOR INFORMATION, THE CLERK'S REPORT**

The Clerk reported on upcoming budget setting, requesting priorities for costing by end of month.

Clerk attended WALC conference, highlighting requirement for .org or .gov email; .org complies but data may not be fully UK-owned. Suggested considering move to .gov (free via Hugo Fox), which would involve admin but secure data. Councillors agreed to proceed with transition. Timeline to be discussed in November.

OSG signs are up. Bus shelter quotes are pricey, seeking cost-effective options like one-sided with perch benches, facing the road.

Awaiting Wiltshire Policing response on SID data recognition. SID data download and analysis needed; suggest turning one SID around for better data. Playground inspection booked for September.

Recommended community survey for budget priorities, to be formatted early next year.

Action Points:

- *Councillors to send budget priorities to Clerk by end of month.*
- *Clerk to start .gov application process and provide timeline update in November.*
- *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.*

FC25/26/086 **FINANCE MATTERS**

FC25/26/087 **To Receive For Information, Actions Taken By The Clerk Since The Last Meeting In Accordance With FR4.1.3**
None.

FC25/26/088 **To Receive For Information, Disbursements Made Since The Last Meeting**
The following disbursements were reported:

Date	***Payee***	***Description***	***Amount***
04-Jul-25	Direct Debit (IONOS CLOUD LTD.)	V76842307-65260847	£19.20
10-Jul-25	B/P: Idverde Ltd	INV 10944433	£105.60
10-Jul-25	B/P: Elizabeth Martin	JULY SALARY	[redacted]
10-Jul-25	B/P: Kevin Iles	GRASS CUTTING JUNE	£490.00
10-Jul-25	B/P: Mulberry Limited	AUDIT 2425 INV1326	£315.00
10-Jul-25	B/P: Elizabeth Martin	ALLOWANCE JULY	£25.00
11-Jul-25	B/P: Clear Councils Ins	LCO03196	£656.89
11-Jul-25	B/P: Whole Kit & Kaboodle	INV 1270 BUS SHEL	£768.00
14-Jul-25	Direct Debit (GOCARDLESS)	HUGOFOX LTD.-BJ7VRJZ	£11.99
23-Jul-25	Direct Debit (IONOS CLOUD LTD.)	V76842307-66265373	£7.80
25-Jul-25	Direct Debit (CHARLTON BAKER LTD)	7J4MXSE	£18.00
31-Jul-25	Service Charge		£6.00
05-Aug-25	Direct Debit (IONOS CLOUD LTD.)	V76842307-60300596	£31.20
06-Aug-25	B/P: SJ Aplin Playground	INV 4597	£264.00
06-Aug-25	B/P: Kevin Iles	GRASS INV 4142	£490.00
06-Aug-25	B/P: Idverde Ltd	INV 10915180	£105.60
13-Aug-25	Direct Debit (GOCARDLESS)	HUGOFOX LTD.-BJ7VRJZ	£11.99
26-Aug-25	Direct Debit (IONOS CLOUD LTD.)	V76842307-61294424	£7.80
26-Aug-25	Direct Debit (CHARLTON BAKER LTD)	7J4MXSE	£18.00
31-Aug-25	Service Charge		£6.00
03-Sep-25	Direct Debit (IONOS CLOUD LTD.)	V76842307-66273519	£19.20
05-Sep-25	Direct Debit (ICO)	ZA457537	£47.00
05-Sep-25	B/P: Idverde Ltd	INV 10949421	£105.60
05-Sep-25	B/P: Elizabeth Martin	AUGUST SALARY	[redacted]
05-Sep-25	B/P: Elizabeth Martin	AUG ALLOWANCE	£25.00

FC25/26/089 **To Consider And Approve The Schedule Of Forthcoming Payments**
The following standard payments were noted as forthcoming:

Payee	**Description**	**Amount**
Direct Debit (GOCARDLESS)	HUGOFOX LTD.-BJ7VRJZ	£11.99
Direct Debit (IONOS CLOUD LTD.)	V76842307-62327835	£7.80
Direct Debit (CHARLTON BAKER LTD)	7J4MXSE	£18.00
B/P: Idverde Ltd	INV 10915180	£105.60
B/P: HMRC Cumbernauld	475PM00698320 PAYE	[redacted]
B/P: Elizabeth Martin	SALARY SEPT	[redacted]
B/P: Elizabeth Martin	SEPT ALLOWANCE	£25.00
Direct Debit (IONOS CLOUD LTD.)	V76842307-65283946	£19.20
Direct Debit (GOCARDLESS)	HUGOFOX LTD.-BJ7VRJZ	£11.99
Direct Debit (IONOS CLOUD LTD.)	V76842307-62327835	£7.80

Direct Debit (CHARLTON BAKER LTD)	7J4MXSE	£18.00
B/P: Elizabeth Martin	SALARY OCT	[redacted]
B/P: Elizabeth Martin	OCT ALLOWANCE	£25.00
Direct Debit (IONOS CLOUD LTD.)	V76842307-65283946	£19.20
B/P: Kevin Iles	GRASS 4174	£490.00
B/P: PlaySafety	ROSPA Inspection 93557	£96.00

Proposed [SF]. Seconded [NC]. Passed.

IT WAS RESOLVED THAT The Forthcoming Payments Be Approved.

FC25/26/090 **To Note The Statutory Increase In Salary For The Parish Clerk**
SCP5 Increase From £12.85ph To £13.26ph Effective 1st April 2025

Noted.

FC25/26/091 **GOVERNANCE REVIEW**

FC25/26/092 **To Review And Approve The Council's Standing Orders**
Changes Accepted

Proposed [NC]. Seconded [NB]. Passed.

IT WAS RESOLVED THAT The NALC Standard Offered For 2025 Be Accepted As Presented.

FC25/26/093 **To Review And Approve The Council's Financial Regulations**
Changes Accepted

Proposed [NC]. Seconded [NB]. Passed.

IT WAS RESOLVED THAT The NALC Standard Offered For 2025 Be Accepted As Presented.

FC25/26/094 **TO RECEIVE ANY UPDATES FROM WORKING GROUPS AND OUTSIDE BODIES**

FC25/26/095 **Local Highways and Footpath Improvement Group (LHFIG)**
The next LHFIG meeting date is to be confirmed. Budget cuts were noted, with projects categorized into priority lists (A, B, C, D). New requests are unlikely to be addressed for years.

FC25/26/096 **Marlborough Area Board**
Next Meeting Tuesday 30th September 2025, 19:00, The Assembly Room, Marlborough Town Hall, Marlborough, SN8 1AA

FC25/26/097 **Transport Working Group – To Receive An Update**

FC25/26/098 **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 Speed Indicator Device (SID). No data analysis had been conducted yet. Suggestions included downloading data before the next meeting to examine averages and peak speeds, turning the SID around temporarily for better capture of outgoing vehicles (especially with hedge trimmed back), noting youths targeting it, and confirming the Auckland Road SID works well. Questions raised on recording timing and distance to ensure accurate capture within the 30-mph zone, as speeds may reduce by the device.

Action Points:

- *SF to download SID data before next meeting for analysis.*

FC25/26/099 **To Review And Agree To The Purchase Of A Three Year Extended Warranty On The SID (Speed Indicator Devise) Purchased In 2023 At The Cost Of £199 Exc VAT**

Proposed [NC]. Seconded [NB]. Passed.

IT WAS RESOLVED THAT A Three Year Extended Warranty Be Purchased For The SID (Speed Indicator Devise) Purchased In 2023 At The Cost Of £199 Exc VAT

Action Points:

- *Clerk to proceed with SID warranty purchase.*

FC25/26/100 **Community Spirit Initiatives Working Group - To Receive An Update**

FC25/26/101 **To Discuss Initial Plans For The Christmas Season**

The 7th of December was proposed for the lights. There was a proposal to invest in a new, more robust Christmas stand that could be pegged into the ground. This was due to the old stand looking "cracked" and the previous method (using bags of rubble) being too labour-intensive.

One council member offered to purchase the tree, comparing the price to the previous year's cost including delivery. The plan is to approach the usual vendor for the tree as soon as they start advertising.

The council noted a need for a "better timer" for the Christmas lights, which was a lesson learned from the previous year. They also discussed the scale of the "village walk," noting that the previous year's event with a brass band was "a bit swish" and “over popular”

~~***Action Points:***~~

~~*• Clerk to contact "Holly" right away to begin the planning process.*~~

FC25/26/115 Approved Corrections

FC25/26/102 **Communications Working Group - To Receive An Update**

The Parish Council discussed several concerns that have been received by Parish members regarding farm equipment speeds through the village, rights of way and difficult stiles, co-option to address the Council vacancies, and the review of the Wiltshire Independent Remuneration Panel document.

FC25/26/103 **To Receive An Update Regarding The Stiles From Wiltshire Council**

The Parish Council has successfully contacted the Highways/Footpaths department regarding the obstructions, which were clearly identified using what 3 words for location. An official reviewed a picture of the structures and confirmed that they are illegal and constitute an obstruction on the footpath. While the Highways department could issue a formal notice for removal, their preferred approach is to conduct a site visit, meet with the landowner, and work collaboratively to find a pathway forward for resolution. The Parish Council agreed to allow the Highways department to proceed with this on-site visit and manage the rest of the resolution process.

FC25/26/104 **Bell Field Working Group**

The surveyor to meet next week, may need redraw. Drafted letter to Oliver and Mr. Goff for field access; SF to discuss informally first, then send formal letter. Council needs to identify a dedicated person to help manage future work.

FC25/26/105 **TO DISCUSS THE NEXT STEPS FOR THE PURCHASE OF A STORAGE AREA AT THE VILLAGE HALL**

Councillors discussed progress on purchasing a storage shed for the village hall from a Swindon company, noting that an initial quote was obtained but the item had sold; alternatives are available (wooden, treated timber with potential lifespan extension via maintenance). A concrete pad is needed for installation, with a quote to be obtained from Kevin Iles.

Action Points:

- *Clerk to obtain quote for concrete pad from Kevin Iles.*

FC25/26/106 **To Consider And Agree The Quote For Tree Maintenance In The PlayPark At The Total Cost Of £2620.00**

A tree surgeon inspected the ash tree (confirmed not diseased) and provided a quote for trimming bay and fir trees. The agenda's £2620 figure was clarified as incorrect for this work (it included unrelated personal quotes); the relevant quote is £450. Additionally, agreed in principle to remove a small damson/plum tree in the playground due to wasps and mess when fruit falls, with an additional quote to be obtained (expected ~£500 or less).

Proposed [NC]. Seconded [NB]. Passed.

IT WAS RESOLVED THAT The Tree Surgery Quote Of £450 Be Approved, With Potential Addition For Plum Tree Removal If Under £500.

Action Points:

- *Clerk to obtain quote for plum tree removal from tree surgeon and proceed if under £500.*
- *Clerk to email tree surgeon to proceed with £450 work and request invoice.*

FC25/26/115 Approved Corrections

FC25/26/107 **TO DISCUSS AND AGREE THE QUOTE FOR GROUNDS MAINTANANCE AT THE BUS STOP AREA OF £400 (TO INCLUDE LEVELING THE SOIL / CUT BACK VEGETATION, APPLY GRASS SEED)**

Quote from Kevin Iles for £400 to level, cut back, and seed. Decided against full work; prefer just strimming to keep tidy, no grass seeding needed.

Proposed [NC]. Seconded [NB]. Passed.

IT WAS RESOLVED THAT the £400 quote be rejected.

Action Points:

- *Clerk to inform Kevin Iles to proceed only with strimming.*

FC25/26/108 **TO DICUSS AND AGREE THE QUOTE FOR CONTINUED MAINTANCE AND TO AMEND THE MAINTANCE CONTRACT WITH KEVIN ILES TO INCLUDE £40 PER VIST TO KEEP THE BUS STOP AREA STRIMMED**

Agreed to amend contract for £40 per visit to strim bus stop area. Additional request to cut back roadside vegetation from village hall to playground end annually; clarify scope with Kevin.

Proposed [NC]. Seconded [NB]. Passed.

IT WAS RESOLVED THAT the contract be amended to include £40 per visit for bus stop strimming.

Action Points:

- *Clerk to meet with Kevin Iles (or pass details to SF/NB) to clarify roadside cutback scope.*
- *Clerk to amend maintenance contract.*

FC25/26/109 **TO RECEIVE FOR INFORMATION CORRESPONDENCE AND CIRCULARS RECEIVED**

List of circulated items reviewed; no actions needed. Discussed recruiting new councillors; repost poster on Facebook and website

Action Points:

- *Clerk to repost councillor recruitment poster.*
- *NB to follow up with Paul Rouse who has expressed an interest in joining*

FC25/26/110 **TO CONSIDER ITEMS OF MAINTENANCE**

Bush at bus stop cut back but half killed, no further action. Hedge cutting needed along roadside. No decision on next steps.

FC25/26/111 **KEY MESSAGES.**

Positive messages: Recruit more councillors; new energy post-summer; engage via survey (plan for next year); welcome feedback/ideas; Christmas tree on 7 December; encourage public attendance at meetings. Village hall quiz on 11 October. No Dragon newsletter; consider alternatives

Action Points:

- *Clerk to draft a letter summarizing 2024–2025 achievements for distribution*

FC25/26/112 **NEXT MEETING.**

The next meeting will be held at 7:30pm on Thursday 13th November 2025. Ogbourne St George Village Hall

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

Signed Nicolas Burnett _____ Date 08/01/2026 _____

Meeting Concluded: 21:15

Summary Of Public Participation Section

Opened 19:31

a) Report from Unitary Councillor.

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

b) PCSO Report

PCSO not in attendance, noreport received.

c) Public Participation

None Received

Action Points:

Progress | RightSignature

SIGNATURE CERTIFICATE

REFERENCE NUMBER
8B476924-68F8-4673-8806-8367FEBA6A59

TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number 8B476924-68F8-4673-8806-8367FEBA6A59	**Document Name** OSG 110925 Meeting Final Minutes
Transaction Type Signature Request	**Filename** OSG_110925_Meeting_Final_Minutes.pdf
Sent At 06/01/2026 07:47:58 PM +01	**Pages** 9 pages
Executed At 08/01/2026 04:43:32 PM +01	**Content Type** application/pdf
Identity Method email	**File Size** 344 KB
Distribution Method email	**Original Checksum** 5448871bfba120614debb899eb9ac50983f238516cf2a7ec78718b1af2a5e6c7
Signed Checksum 88fddcdb8a56adfacda2e949c597be07a2efb450f97e07f1a687bed9bde1f02a	
Signer Sequencing Disabled	
Document Passcode Disabled	

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Nicolas Burnet	**Status** signed	**Viewed At** 08/01/2026 04:41:54 PM +01
Email nicholas.burnet@ogbournestgeorge.org.uk	**Multi-factor Digital Fingerprint Checksum** 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	**Identity Authenticated At** 08/01/2026 04:43:31 PM +01
Components 10	**IP Address** 24.206.111.97	**Signed At** 08/01/2026 04:43:31 PM +01
	Device Chrome via Windows	
	Typed Signature Nicolas Burnet	
	Signature Reference ID 4CE0E2E9	

AUDITS

TIMESTAMP	AUDIT
06/01/2026 07:47:58 PM +01	Elizabeth Martin (parishclerk@ogbournestgeorge.org.uk) created document 'OSG_110925_Meeting_Final_Minutes.pdf' on Chrome via Mac from 146.198.203.137.
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