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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 12th May 2022
commencing at 7:30pm.

MEMBERS PRESENT: Councillors Nicholas Burnet [NB], Abigail Barrett [AB], Robin Green [RG] (from FC22/23/006), Sam Frost [SF], Nathalie Collister [NC], Rachel Inglefield [RI]

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

CHAIR: Sam Frost [SF]

APOLOGIES: None

FC22/23/001 **ELECTION OF CHAIR FOR THE ENSUING YEAR AND SIGNING OF DECLARATION OF ACCEPTANCE OFFICE**

Proposed NB. Seconded RI. Passed.

IT WAS RESOLVED THAT Cllr Sam Frost be elected as Chair Of Ogbourne St George Parish Council For The Coming Year.

Declaration Of Office Signed.

FC22/23/002 **ELECTION OF VICE CHAIR FOR THE ENSUING YEAR AND SIGNING OF DECLARATION OF ACCEPTANCE OFFICE**

Proposed SF. Seconded NC. Passed.

IT WAS RESOLVED THAT Cllr Nicholas Burnet be elected as Vice-Chair Of Ogbourne St George Parish Council For The Coming Year.

Declaration Of Office Signed.

FC22/23/003 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

None Received.

RG running late, absent.

FC22/23/004 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**

None Received



- FC22/23/005 **MINUTES OF THE PREVIOUS MEETING HELD ON 10TH MARCH 2022**
 Proposed SF. Seconded RI. Passed.
- IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 10th March 2022 be accepted as written with amendment to FC21/22/150 to read “Other Locations In The Village” and for FC21/22/152 to identify the bus shelter as that which is on the A346.**
- FC22/23/006 **CHAIRMAN’S ANNOUNCEMENTS**
 SF announced that the Jubilee is in a few weeks and the village is organising events. Flyers have been sent around the village as part of the Dragon but with no offers of help.
- Beacon lit on the Thursday evening at the top of the hill on the road to Aldbourne. There will be a Sunday picnic on Pooles Meadow with various forms of entertainment.
- RG joined the meeting.
- The Village Spring Clean will be held on Saturday 28th May.
- FC22/23/007 **PLANNING**
- FC22/23/008 **To Receive The Planning Report Dated 8th May 2022**
 The Planning report was received.
- FC22/23/009 **To Consider The Following Planning Application From Wiltshire Council**
- [PL/2022/03347](#) **Proposal**
 Permission in Principal for residential development of a minimum of 4 and maximum of 8 no. dwellings.
- Site Address**
 Land off Bytham Road, Ogbourne St George, Wilts, SN8 1SL
- Application Type**
 Permission in Principle
- Council Response**
 No objection (traffic issues at the junction need to be considered by highways at full application)
- FC22/23/010 **TO RECEIVE FOR INFORMATION, THE CLERK’S REPORT**
 EM reported that she has circulated details of the Marlborough CATG.
- PC has request for New Sign At Hallam Crossing and CATG are also aware of the traffic requests.



Area Board will also be sitting at Marlborough town hall.

Audit is on-going and an extra meeting will be needed at the end of June to sign off accounts before July 1st deadline, ideally during the last week.

New representative for the Council at NALC. Details circulated.

FC22/23/011 **FINANCE MATTERS**

FC22/23/012 **To Receive The Bank Reconciliations As Presented.**

Received.

FC22/23/013 **To Receive For Information, Disbursements Made Since The Last Meeting**

Received and attached to these minutes.

FC22/23/014 **To Consider And Approve The Schedule Of Forthcoming Payments**

Proposed RG. Seconded NB. Passed.

IT WAS RESOLVED THAT the Forthcoming Payment Schedule be Approved.

Attached to these minutes

FC22/23/015 **TO CONSIDER AND APPROVE THE MEMBERSHIP TO WALC ANNUAL SUBSCRIPTION FOR 2022/23 AT £214.81 PA.**

EM gave an overview of the role of the WALC

Proposed AB. Seconded NC. Passed.

IT WAS RESOLVED THAT The Subscription Be Continued.

FC22/23/016 **TO CONSIDER A REVISION TO THE GRASS CUTTING FREQUENCY TO FORTNIGHTLY (GIVING 17 CUTS PER YEAR) AT A COST OF £3740 (INCREASE OF £1540).**

EM explained that the contractor will only cut when needed, therefore this is the worst-case scenario

Proposed RI. Seconded NC. Passed.

IT WAS RESOLVED THAT The Cutting Frequency Be Increased To Fortnightly (UPTO 17 Cuts Per Year) At A Cost Of £3740 (Increase of £1540 previously agreed).

An area at the top of church lane, previously cut by residents, may need to be added to the cut-list. This will be monitored.

FC22/23/017 **TO RECEIVE UPDATES FROM WORKING GROUPS AND OUTSIDE BODIES**

FC22/23/018 **Community Area Transport Group (CATG)**

Next meeting is in Marlborough next Thursday.



Installation of large sign for ridgeway crossing at Hallam is the current priority from the PC and is on the Agenda.

FC22/23/019 **Marlborough Area Board (MAB)**

Next meeting is 14th June.

FC22/23/020 **Transport Working Group**

The traffic survey from 2020 showed no intervention needed for speed based on the four areas surveyed. The TWG walked through with highways engineer and looked at all signage in the village.

A further traffic survey is proposed on the Aldbourne Road, at the entrance to the village. This is an area of concern as the road narrows under the bridge.

TWG is looking at options to try and reduce speed.

TWG is also looking at which signs should be replaced / repaired, including the signs at the school which are too far away from the school. A 25mph flashing light may be a consideration.

The other two entrances need to be tidied up and potentially gates to be installed to encourage speed reduction.

FC22/23/021 **Community Spirit Initiatives Working Group**

Village Spring Clean event planned for 28th May.

FC22/23/022 **Communications Working Group**

Drafts prepared for the Dragon for the forthcoming events. Generic introduction letter prepared for sending to local businesses to introduce the Parish Council.

SF gathering quotes for a replacement notice board.

FC22/23/023 **Bell Field Working Group**

No Update.

FC22/23/024 **TO REVIEW AND APPROVE THE COUNCIL'S STANDING ORDERS**

Proposed SF. Seconded NB. Passed.

IT WAS RESOLVED THAT The Standing Orders Be Approved As Presented (unchanged)

FC22/23/025 **TO REVIEW AND APPROVE THE COUNCIL'S FINANCIAL REGULATIONS**

Proposed SF. Seconded NB. Passed.

IT WAS RESOLVED THAT The Financial Regulations Be Approved As Presented (unchanged)



FC22/23/026 **TO REVIEW AND APPROVE THE COUNCIL'S ASSET REGISTER**
Proposed SF. Seconded NB. Passed.

IT WAS RESOLVED THAT The Asset Register Be Approved As Presented (unchanged) for 20/21, but for the Laptop be written-off as unused/disposed of for 21/22.

The ownership of the bus shelters and the maintenance of the village gates is being confirmed

FC22/23/027 **TO CONSIDER AND AGREE THE RENEWAL OF THE COUNCIL'S INSURANCE FOR THE FORTHCOMING YEAR**
Renewal not yet received, due end of May.

Proposed SF. Seconded NB. Passed.

IT WAS RESOLVED THAT Delegation Be Given To The Clerk, up to £500, To Renew Insurance.

FC22/23/028 **TO CONSIDER AND APPROVE APPOINTMENTS TO THE FOLLOWING OUTSIDE BODIES**

FC22/23/029 **Community Area Transport Group (CATG) (2 Members)**
Proposed RG. Seconded NC Passed.

IT WAS RESOLVED THAT Cllrs Inglefield and Burnet Be The CATG Representatives.

FC22/23/030 **Ogbourne St George Village Hall (Nominated Trustee) (1 Member)**
Proposed NB. Seconded AB. Passed.

IT WAS RESOLVED THAT Cllr Frost Be The Nominated Trustee For Ogbourne St George Village Hall.

FC22/23/031 **Marlborough Area Board (MAB) (2 Members)**
Proposed NB. Seconded AB. Passed.

IT WAS RESOLVED THAT Cllrs Collister, Frost and Inglefield Be The Council's Representatives For The Marlborough Area Board.

FC22/23/032 **WALPA (1 Member)**
Motion postponed to next meeting.

FC22/23/033 **TO CONSIDER AND APPROVE THE FOLLOWING WORKING GROUPS AND APPOINTMENTS TO THEM.**

- Bell Field Working Group (3 or more Members)
- Transport Working Group (3 or more Members)
- Community Spirit Initiatives Working Group (3 or more Members)
- Communications Working Group (3 or more Members)

No changes to membership.



Proposed NB. Seconded AB. Passed.

IT WAS RESOLVED THAT Working Group Memberships Remain Unchanged For The Forthcoming Year.

FC22/23/034 TO RECEIVE FOR INFORMATION CORRESPONDENCE AND CIRCULARS RECEIVED.

Council has received a letter of thanks, coupled with a donation, following a lost pet that had now been found. The Council will pass the donation to the Village Hall Committee.

FC22/23/035 TO CONSIDER ITEMS OF MAINTENANCE.

NB is listing out all items (e.g., drains, streetlights etc) in the village and associating with What3Words so that residents and Councillors are more easily able to identify issues.

Signage at Jubbs Lane has been reported via MyWiltshire.

FC22/23/036 KEY MESSAGES.

Village Clean Up – May 28th, 9am start.

Beacon for the Jubilee, possibly with fireworks.

Village Picnic 5th June, 12:30pm.

FC22/23/037 NEXT MEETING.

The next meeting will be held on Thursday 7th July 2022 at 7:30pm, 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

Member of the Public commented that Supporting Documents were not available three clear days before the meeting. This is not a requirement, only the summons and agenda are required to be published three clear days prior to the meeting. The Member of the Public also commented that they felt the increased frequency of grass cutting was excessive.

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

12th May 2022



Reference or Cheque No.	Date	Payee	Invoice No	Purpose	Amount*	VAT
Receipts						
		Wiltshire Council		Precept	£ 6,709.00	
Payments Made Since The Last Meeting						
Re-Occuring Direct Debits						
	Monthly	Ionos 1&1 Internet		Email	£ 3.00	Y
	Monthly	Ionos 1&1 Internet		Internet	£ 18.00	Y
	07-Sept-22	Information Commisioner		ICO Membership 22/23	£ 35.00	N
Internal Banking Transfers Since Last Meeting						
Forthcoming Approved Payments (not included on Reconcillation)						
2021-22-074		Charlton Baker		Payroll March	£ 12.50	Y
2021-22-075		Elizabeth Martin	March	Allowance	£ 25.00	N
2021-22-076		Elizabeth Martin	March	Salary		N
2021-22-077		Charlton Baker		Payroll April	£ 12.50	Y
2021-22-078		Elizabeth Martin	April	Allowance	£ 25.00	N
2021-22-079		Elizabeth Martin	April	Salary		N
2021-22-080		Charlton Baker		Payroll May	£ 12.50	Y
2021-22-081		Elizabeth Martin	May	Allowance	£ 25.00	N
2021-22-082		Elizabeth Martin	May	Salary		N
2021-22-083		Kevin Isles		Grass Cutting	tbc	N

* Amounts include VAT