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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 9th March 2023
commencing at 7:30pm.

MEMBERS PRESENT: Councillors Sam Frost [SF] Nathalie Collister [NC] from FC22/23/171, Abigail Barratt [AB], Bob Tanner [BT] Rachel Inglefield [RI]

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

CHAIR: Sam Frost [SF]

APOLOGIES: Nicholas Burnet [NB]

FC22/23/156 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
Nicholas Burnet [NB]
Nathalie Collister running late.

FC22/23/157 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None

FC22/23/158 **MINUTES OF THE PREVIOUS MEETING HELD ON 12TH JANUARY 2023**
Proposed SF. Seconded BT. Passed.

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 12th January 2023 Be Accepted As Written.

FC22/23/159 **MEETINGS**
This was an error on the agenda – nothing discussed to minute.

FC22/23/160 **CHAIRMAN'S ANNOUNCEMENTS**
No specific announcements, information available through the agenda.

FC22/23/161 **To Receive The Planning Report**
The Planning report was received.



FC22/23/162 **To Consider The Following Planning Application From Wiltshire Council**

No applications received for review.

FC22/23/163 **TO RECEIVE FOR INFORMATION, THE CLERK'S REPORT**

The FRO (Responsible Financial Officer) is still completely the audit material.

The Council is next moving into the Audit season. EM will be completing the audit material to ensure that all submissions are made early this year. Council has been asked to ensure all invoices are sent to the Clerk/RFO before the 31st of March.

In May there will be a Village Meeting before the Parish Council meeting. This is typically 30 minutes, and anyone is invited to have an open discussion with the Council. This meeting is scheduled for 6pm, Ogbourne St George Village Hall.

Due to COVID many of the policies in place for the Council need to be reviewed and to be amended where changes are applicable. From May the Council will need to begin to update as appropriate all policies within the Council.

FC22/23/164 **FINANCE MATTERS**

FC22/23/165 **TO RECEIVE THE BANK RECONCILIATIONS AS PRESENTED**

No reconciliations are available as Council is moving banks.

FC22/23/166 **TO RECEIVE FOR INFORMATION, DISBURSEMENTS MADE SINCE THE LAST MEETING**

No disbursements have been made since the last meeting as the Council is moving banks.

FC22/23/167 **TO CONSIDER AND AGREE THE INTERNAL AUDITOR FOR 2022/2023 TO BE BRIDGET BOWEN FOR THE FEE OF £340.00**

Proposed SF. Seconded RG. Passed.

IT WAS RESOLVED THAT The Parish Council Agree To The Internal Auditor Bridget Bowen For The Fee Of £340.00 For 2022/2023 Financial Year Be Accepted As Proposed.

FC22/23/168 **TO RECEIVE UPDATES FROM WORKING GROUPS AND OUTSIDE BODIES**

FC22/23/169 **Local Highways and Footpath Improvement Group (LHFIG, formally CATG)**

No Update.

Next meetings are:

Thursday 11th May 2023 Marlborough Town Hall Assembly Room



Thursday 13th July 2023 Council Chamber
 Thursday 19th October 2023 Council Chamber
 Thursday 25th January 2024 Council Chamber

FC22/23/170 **Marlborough Area Board**

No Update.

Next meetings are:

Tuesday 21st March 2023, 19:00

Tuesday 13th June 2023, 19:00

Tuesday 10th October 2023, 19:00

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

FC22/23/171 **Transport Working Group - To receive an update**

Cllr Collister entered the meeting.

TWG are looking at a mural and chevrons under the bridge. **Action:** To seek permissions from Wiltshire Council for a mural under the bridge [EM]

The bin stickers have been ordered and have been featured in the Dragon for the village to collect. There are additional stickers to be made available for any villager. SF to ask the local school if a selection of stickers might be made available to the community.

The Dragon will put this out in the April version again.

EM has sent letters to the farmers but with no responses.

FC22/23/172 **To Consider And Agree To Purchase Four Village Entrance Gates At A Cost Of £792 Including VAT**

Proposed RG. Seconded AB. Passed.

IT WAS RESOLVED TO Purchase Four Village Entrance Gates At A Cost Of £792 Including VAT

FC22/23/173 **To Consider And Agree “Drive Slowly” Signs For The Gates At A Cost Of £262**

Proposed SF. Seconded RG. Passed.

IT WAS RESOLVED TO Purchase “Drive Slowly” Signs At A Cost Of £792 Including VAT

FC22/23/174 **To Consider And Agree To The Locations Of The Gates And Signs**

No changes to be considered.



FC22/23/175 **To Consider And Agree To Purchase Traffic Signs And Cones To Support The SID Initiative At A Cost Of £100.00 Based On Quotations Supplied.**

Proposed AB. Seconded RG. Passed.

Council resolved to increase to cover the higher cost quote should it be needed.

IT WAS RESOLVED TO Purchase Traffic Signs And Cones To Support The SID Initiative At A Cost Of £262

Action: Follow up with the chevron measurements [RI]

FC22/23/176 **Community Spirit Initiatives Working Group - To Receive An Update**
The group has been in discussion about the Coronation and the Craft Fair at the School and possible engagement with this.

The group has been in discussion about having a tree planted for the Jubilee and or the Coronation and are also working to the 30 days' notice for any celebration in Pooles Meadow for the Coronation as part of the organising.

The Working Group also discussed the possibility of a future litter picking date for the village. Date TBC

FC22/23/177 **Communications Working Group - To Receive An Update**

Meeting was held w/c 1st March Claire Heald volunteered to take up the updates of anything for the website that is not Parish Council.

EM updated that following the January meeting she had checked the website and it held all the historical material from the old website from prior to 2019. EM had circulated a comparison of the various stages of the website but not much response to date; EM to re-circulate.

There will be another "Meet The Councillors" in the Inn With The Well on the 19th April.

New Website photos of the Council have been taken and will be added to the website

Action: EM to circulate a sample Certificate Of Thanks for helping to do community good in the village.

FC22/23/178 **Bell Field Working Group**

The picnic table has been received and is in place for all to enjoy.

No progress so far on the kissing-gates on the pathways. **Action:** EM to review with the Rights Of Way Officer to ensure compliance.



FC22/23/179 **TO RECEIVE FOR INFORMATION CORRESPONDENCE AND CIRCULARS RECEIVED**

EM has circulated documents relating to CIL monies, and a school survey.

FC22/23/180 **TO CONSIDER ITEMS OF MAINTENANCE**

Council discussed an additional dog waste bin and dog signs. Councillors to send precise desired location so EM can check with contractor if the location is suitable for emptying.

FC22/23/181 **KEY MESSAGES.**

Looking forward to the Coronation Weekend

The Council thanks the volunteers clearing litter in the village

FC22/23/182 **NEXT MEETING.**

To Note the next meeting will be held at 7:30pm on Thursday 11th May 2023. Ogbourne St George Village Hall.

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

Signed S Frost

Date 07/09/2023

Summary Of Public Participation Section

a) Report from Unitary Councillor.

Cllr James Shepherd was not in attendance.

b) PCSO Report

No PCSO in attendance and no report received.

c) Public Participation

Possible ideas for the coronation art fair were discussed and whether the School’s fair would be a Parish Council supported event.

The Council have been looking at other more long-term ideas such as planting a tree or dedicating a new noticeboard. This is still being looked at by the Community Initiatives WG

SIGNATURE CERTIFICATE



REFERENCE NUMBER

7C947AC4-B957-49D2-80E3-D66685AF5EFC

TRANSACTION DETAILS

Reference Number
7C947AC4-B957-49D2-80E3-D66685AF5EFC

Transaction Type
Signature Request

Sent At
07/04/2023 10:14 EDT

Executed At
07/09/2023 12:36 EDT

Identity Method
email

Distribution Method
email

Signed Checksum
c48ea9e49f3bf26ec7e83de2712e485345a595e1d06b98db8316be3fc11032f3

Signer Sequencing
Disabled

Document Passcode
Disabled

DOCUMENT DETAILS

Document Name
Osg Mins 090323 Final

Filename
osg_mins_090323_final.pdf


Pages
5 pages

Content Type
application/pdf

File Size
171 KB

Original Checksum
59db6d28b232994adab3e9836a33910795325f29f7d292ba228a6d9a8d1529a1

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Sam Frost</p> <p>Email sam.frost@ogbournestgeorge.org.uk</p> <p>Components 7</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum defe66bf0d0ff1ef8f4d1937b551fd70508918d1fdc24786e07886de6ac8f2c4</p> <p>IP Address 81.187.253.110</p> <p>Device Safari via Mac</p> <p>Typed Signature </p> <p>Signature Reference ID 00BD0A49</p>	<p>Viewed At 07/09/2023 12:35 EDT</p> <p>Identity Authenticated At 07/09/2023 12:36 EDT</p> <p>Signed At 07/09/2023 12:36 EDT</p>

AUDITS

TIMESTAMP	AUDIT
07/04/2023 10:14 EDT	Elizabeth Martin (parishclerk@ogbournestgeorge.org.uk) created document 'osg_mins_090323_final.pdf' on Chrome via Mac from 217.32.112.22.
07/04/2023 10:14 EDT	Sam Frost (sam.frost@ogbournestgeorge.org.uk) was emailed a link to sign.
07/08/2023 19:00 EDT	Sam Frost (sam.frost@ogbournestgeorge.org.uk) was emailed a reminder.
07/09/2023 12:35 EDT	Sam Frost (sam.frost@ogbournestgeorge.org.uk) viewed the document on Safari via Mac from 81.187.253.110.
07/09/2023 12:36 EDT	Sam Frost (sam.frost@ogbournestgeorge.org.uk) authenticated via email on Safari via Mac from 81.187.253.110.
07/09/2023 12:36 EDT	Sam Frost (sam.frost@ogbournestgeorge.org.uk) signed the document on Safari via Mac from 81.187.253.110.