

Marlborough Town Council



7 October 2025

To: Councillors serving on the Amenities and Open Spaces Committee – Councillors Mark Cooper (Chair), Kelvyn Shantry, Lisa Farrell (Vice-Chair), Mark Luson, Susannah O'Brien, Peter Morgan, Caroline Sadler, Caroline Wrench, and the Town Mayor Councillor Emily Trow

Dear Councillor

Amenities & Open Spaces Committee

You are **summoned** to attend the next meeting of the **Amenities and Open Spaces Committee** which will be held in the **Council Chamber, Marlborough Town Hall** on **Monday, 13 October 2025** at **7.00pm**.

Yours sincerely

Richard Spencer-Williams

Richard Spencer-Williams, PSLCC

Town Clerk

If members of the public wish to attend and ask a question they should notify the Town Clerk of this by noon on the day of the meeting and provide their question in writing at the same time.

If members of the public wish to ask a question, but not attend, they can provide the question in writing to the Town Clerk by noon on the day of the meeting, and a written response will be provided.

PUBLIC QUESTION TIME

In accordance with Standing Order 3(f), members of the public may ask questions of the Amenities & Open Spaces Committee. The time allocated for this should not exceed 10 minutes and be limited to one question per person unless directed otherwise by the Chair. A full response may not be possible without further research, and the Chair may direct that a written or oral response be given.

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest**
To receive any declarations of interest or requests for dispensation
- 3. Chair's Announcements**
- 4. Minutes**
To approve and sign the minutes of the meeting held 16 June 2025
- 5. Action Log**
To receive an update on the Action Log
- 6. Stonebridge Meadow**
To receive a verbal update from Cllrs Shantry and O'Brien
- 7. Grounds Manager's Report**
To note and consider the Grounds Manager's Report
- 8. Tree Report**
To note the report on the Council's trees
- 9. Workshop Extension**
To note a report on the workshop extension
- 10. Cemetery Extension**
To receive an update on the consultation plan and Hawthorn Meadow
- 11. Victorian Cemetery and Arboretum**
To receive a verbal update report on the Victorian Cemetery & Arboretum from Cllr Sadler
- 12. Allotments**
To receive a verbal update report on the Allotment Committees
- 13. Finance Report and Budget 2026 27**
To note and consider the Committee's Finance Report for Month 5, and consider the Committee's budget requirements for 2026 27
- 14. Cemetery Report**
 - i.** To note any Grants of Exclusive Rights of Burial issued
 - ii.** To note any recently approved Memorials and Inscriptions

To approve and sign the minutes of the meeting held on 16 June 2025

Marlborough Town Council



Amenities and Open Spaces Committee

Minutes of a meeting of the Amenities & Open Spaces Committee held Monday,
16 June 2025 in the Council Chamber, Marlborough Town Hall at 7pm

PRESENT	Councillor Mark Cooper	Chair
	Councillor Emily Trow	Town Mayor
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Caroline Sadler	
	Councillor Peter Morgan	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer

PUBLIC QUESTION TIME

There were no members of the public present.

54/25 APOLOGIES

Apologies for absence had been received from **Councillors Farrell, Wrench** and the **Grounds Manager**.

55/25 DECLARATIONS

Councillor Cooper – agenda item 13 (Allotments) – non-pecuniary. Cllr Cooper holds an allotment at St Johns Close. Members granted dispensation for him to speak and answer questions but he would not vote on a proposal related to Stonebridge Lane Allotments.

56/25 CHAIR'S ANNOUNCEMENTS

The **Chair** welcomed **Councillor Morgan** to his first A&OS meeting.

An event "Wild Marlborough" has been arranged for 6 September, 10:30-12:30 in the Town Hall. The aim is to create a 'get connected' biodiversity map showing wildlife corridors and how they join green spaces in the town with the broader area: people will be able to attend and add their houses or other locations to the map. The event is a collaboration between the Town Council and related organisations such as Wiltshire

Wildlife Trust, Action for the River Kennet (ARK), Forestry England and other stakeholders. Promotion will follow once the event planning is complete. In the previous week the Town Clerk had issued notice to an unauthorised encampment at Salisbury Road Recreation Ground, and the vehicles were now gone. They had first tried to access the Common but the new bunds had prevented this. The Town Clerk and Grounds Manager were putting a plan in place to secure the Recreation Ground from unauthorised vehicle access.

57/25 MINUTES

RESOLVED: that the minutes of the meeting held 15 April 2025 were confirmed as a true record and signed by the Chair

58/25 ACTION LOG

Members noted the updated action log.

59/25 STONEBRIDGE MEADOW

Councillor Shantry provided a verbal update on the most recent meeting of the Stonebridge Meadow Management Committee (SMMC).

The problem with dog waste is getting worse, and very often in secluded areas that are not on obvious, visible paths, deposited when dogs are allowed to run free. There are signs in place asking people to keep dogs on leads during nesting season, and waste bags are provided free of charge but increasingly some dog owners are ignoring both. This is hazardous to wildlife and people, as well as very unpleasant for unwary walkers and children when school parties visit the Meadow.

As a result, at the SMMC meeting **Cllr Shantry** had been asked to raise this with the A&OS committee to ask whether the Town Council will agree to signs being erected to say that dogs must be kept on leads all year round. This would apply to all areas in the Meadow but would not apply to the two beaches, where dogs could still access the river.

Members noted that the signs would rely on goodwill with no means of enforcement. However, the **Town Clerk** advised that dog fouling was an issue right across the county. In response, Wiltshire Council was initiating a new map to show areas covered by Public Space Protection Orders (PSPOs), which would allow enforcement where there was antisocial behaviour, including dog fouling. It was likely that town and parish councils would be approached to specify locations that they would like added to this map.

RESOLVED: that ARK may erect signs at Stonebridge Meadow to inform owners that dogs must be kept on leads all year round (with the exception of two access points to the river)

60/25 GROUNDS MANAGER'S REPORT

Members noted the Grounds Manager's report. The **Chair** commended the team on the appearance of the Cemetery and the new Cemetery signs.

61/25 TREE REPORT

Members noted the report of what tree works had been progressed or were required within the Council's estate, and the priority order. Lower priority works requiring the services of a tree surgeon would be scheduled for early 2026 – this would allow some protection of the tree works budget to make provision for unforeseen damage such as autumn or winter storms.

62/25 FINANCE REPORT

Members noted the A&OS finance report for month 2.

63/25 WORKSHOP EXTENSION

The **Town Clerk** provided a verbal update on progress:

- Phase 2 was almost complete, and staff had moved into their new quarters allowing reconfiguration of the old space to create more workshop space.
- Fencing work would begin this week, delayed by the unauthorised encampment at the Recreation Ground.
- A connecting boundary path was still to be completed.
- A greenhouse was on order.
- The project was still on budget although some supplementary spend was still needed (e.g. racking for bedding plants)

64/25 CEMETERY EXTENSION

Members noted the Town Clerk's report and expressed frustration that the land handover from GreenSquare Accord had still not taken place, noting that the summer holidays were fast approaching and the children's play area could not be used until remediation works and safety signoff had been completed.

65/25 VICTORIAN CEMETERY AND ARBORETUM

Cllr Sadler provided a verbal update:

- An open morning planned for 7 June had been postponed due to poor weather and was rescheduled for 9 August.
- The new sign was now in place.
- At the last meeting the Committee had agreed to the creation of a Charitable Incorporated Organisation, and this was on the agenda for the Town Council to ratify on 23 June.
- The next meeting of the Friends of the Victorian Cemetery was 25 July.

66/25 ALLOTMENTS

Cllr Cooper and the **Town Clerk** had met with representatives from Stonebridge Lane allotments and agreed a way forward for managing the site, to be reviewed in September.

Members considered whether to continue to lease the land from St Johns Trust, which had advised of a rent increase from £250 per annum in 2016 to £325 per annum with 5-yearly reviews.

Councillor Cooper did not vote on the following item

RESOLVED: to renew the lease of land at Stonebridge Lane from St Johns Trust at £325 per annum

67/25 CEMETERY REGULATIONS

Cemetery regulations were last reviewed in 2017. Members considered updated draft regulations which added clarification about regulations prior to, and after, interment.

RESOLVED: that the draft Cemetery Regulations be adopted

68/25 CEMETERY REPORT

Members noted the most recent exclusive rights of burial, notices of interment and memorial inscriptions and additions that had been granted.

The meeting closed at 7.53 pm

ITEM 5

ACTION LOG

To receive an update on the Action Log

Ref	Action	Min. No	Assigned to	Status	Meeting date	Notes
250	Seek clarification from WC whether trees can be planted next to 4 benches at College Fields and Barton Park without MTC taking on land parcel management	205/24	Councillor Sheppard	In Progress	14.10.24	

To receive a verbal update from Councillors Shantry and O'Brien

The Committee is asked to receive a verbal update report from Councillors Shantry and O'Brien and consider any matters arising; and to note the minutes of the Stonebridge Meadow Management Committee meeting held on 6 June 2025 (Appendix 1).

Members are asked to instruct the Town Clerk accordingly.

Town Clerk 26.9.25

To note and consider the Grounds Manager's Report

General workload

The summer has been and gone again. The weather this year has been exceptional. The long hot summer seriously reduced the need for us to mow the grass. This gave us the opportunity to get the car parking matting on the Common installed and the workshop finally sorted out. With the dry summer we have spent a considerable amount of time watering and deadheading floral displays twice a week in the hottest times. We have had a few burials and ashes internments. Four members of the grounds team have recently been 'Chapter 8' certified to enable them to put on the road closures. One member of staff is booked in for first aid training this month, and one member of staff is booked in to do a 'LANTRA training course' which will enable them to train and certify our staff.

Bedding displays

The bedding displays have again looked great this year with numerous compliments from members of the public. A regular watering, feeding, and dead heading routine has helped keep the planters looking good. The winter bedding order has been placed and should be delivered in the next couple of weeks.

Bio-diversity improvements

It has proved difficult to secure external services to assist in the preparation of the beds for the bio-diversity improvements as planned. Therefore, we will now do the bed preparation work ourselves in October and November. If the weather conditions are favourable, we will also go on to do the planting this year (or the early spring 2026, or autumn 2026 depending on the weather conditions).

Play equipment

The play areas continue to be well used around the town, with monthly health and safety inspections recorded.

Football

We have set out and marked 2 football pitches that will require weekly cuts and line marking. The youth football pitches would benefit from being vertidrained this will help with the root development through the winter months, which we will carry out in the next few weeks.

Machinery

We have had a good season with very little machinery issues. We have had to order a new shaft for our multipurpose mower. The Husqvarna P524 has an issue with the mower deck height which we will get sorted out over the winter months .

Site specific

Salisbury Road Recreation Ground

This area was well used throughout the summer the skate park is almost in constant use between the cyclist and skaters. The play equipment is well used. Litter over this summer has been a slight issue requiring three bin runs each week and daily checks.

Unauthorised Vehicle Access

We are currently looking to improve the security of the Recreation Ground following the recent unauthorised vehicle access to the site.

Proposal

It is proposed to:

- install a metal barrier across the roadway that leads to the workshop
- install some security improved reinforced posts and knee rails
- reduce the path width (which leads to the play area and Community and Youth Centre from the car park) to prevent vehicular access

The indicative cost will be £1,200 -£1,700. It is proposed that this comes from the AOS project budget, now that these funds won't be needed for the bio-diversity improvement works.

St Mary's Churchyard

Unfortunately, dog fouling is a slight issue in this area. Although the majority of dog walkers do clear up after their dogs there are still a few that don't. A replacement metal memorial bench has been ordered, and we are planning on installing this in early November.

The Green

The Epicormic growth on the base of the Lime trees across the Green has been trimmed back. This will be done again in the next couple of months. The trees closest to the traffic lights have had regular checks to prevent the traffic light heads from being covered by new growth. The posts around the edge of the Green could do with some cleaning up and treating this is one of our priorities in the next month. We intend to do a 'test post', and if it works well enough we will refurbish all of the existing posts. If it does not work to good standard, funds for new posts will

need be identified (the remaining funds from the AOS project budget, which was to be used for the bio-diversity work could be used?).

War Memorials

The Wiltshire Regiment memorial has done very well this year. The planting scheme that was planted last year has stood up well even through this very dry summer. We do have to order a few plants that have died, but the majority of them have survived. The sowing of the poppy and corn flower seeds has been delayed, as this dry summer would have meant many hours of watering, and the hose pipe ban meant they probably wouldn't have survived.

The Cemetery

Summer has made the ground dry and hard, and this has been a challenge when it comes to digging graves. We have made regular visits to the cemetery through the summer months and have cut the grass as and when necessary. The bins have been checked and emptied every other day.

Victorian Cemetery

Grass cuts as and when needed have helped to keep the cemetery going. Regular visits from the Friends of the Victorian Cemetery who meet at least once a month have made vast improvements to the cemetery. The open day was a great result with several new faces. A joint effort between the Town Council grounds team and the Friends group is planned for next week to give the cemetery a thorough cut. Weed control on invasive weeds will be carried out on the re-growth after everything has been cut and cleared away. Japanese knot weed control is definitely working and we had no new signs of any regrowth of knot weed showing this year.

Priory Gardens

The Priory has been well used through the summer months. Regular maintenance visits to water the bedding plants and dead head the bedding and roses. Bins and litter in this area have been done on a daily basis. We will be re positioning the memorial bench that we placed in the garden to get it out from under the canopy of the tree.

Coopers Meadow

This area again has been well used over the summer months. The sheep have added to the appeal to visit the meadow. The sheep have now gone back home for the winter, but I am hoping that they will return again next year. Regular grass cutting and strimming has been carried out throughout the summer. ARK have scheduled their tree and leaf maintenance programme for mid-October this year the same as last year.

The Common

The Common has been well used over the summer months with a various range of sporting and leisure events. We have installed the car parking matting over the summer months. The training area is finally getting close to being used this has been delayed due to the dry summer. The training area has been recently over seeded to thicken up the sward of the grass. The recent rain will definitely help the seeds to grow. We have done some additional work to the traveller

defences on the cemetery side of the Common; this will need some additional seed as this area was affected by the long dry summer.

Manton - Jubilee Field

Grass cutting and strimming has been done. Hedge cutting is due to be done in the coming month. The wall along the front edge of the Jubilee Field has been repaired. The play area fence has had some damage; we have removed the damaged area and replaced the damaged section of fence. The vehicle access gate post has rotted out this will be replaced over the winter months.

Wye House Gardens & Play Area

Regular maintenance visits have raised the standards in the garden at Wye House. The herbaceous plants that we divided and moved earlier this year have been successful this garden has improved considerably over the last few years.

Elcot Rec

This area is used by dog walkers and for sporting events. The football pitch has been set out and marked in and this will require over marking weekly.

Stonebridge Meadow

The grass cuts this year have been as and when needed. The footpath along the side of the river needs a cut with any encroaching brambles cut back. Bins and litter are checked regularly. The mowing of the old amenity area will be done in the next week or so. We have cut the top of the hedge in the meadow as requested by ARK.

Recommendation

Members are asked to note the report **and consider support for the proposal to do the vehicle access management work at Salisbury Road Recreation Ground**, and to instruct the Town Clerk accordingly.

NB If supported a detailed, plan would be presented to the committee on 19 January 2026.

Grounds Manager 30.9.25

To note and consider the report on the Council's trees

Purpose

The purpose of this report is to appraise the Committee of what tree works have been progressed or that are needed within the Council's estate, and in an advisory priority order.

Status

The table below outlines the key tree work required:

Priority	Location	Tree	Status	Implementation	Cost
1	The Common	1043 Beech	To be felled	Tree surgeon	£3,500 Plus, VAT
2	The Common	1188 horse chestnut	To be felled	Tree surgeon	£1,100 Plus, VAT
3	The Common	Beech	– to be reduced by 30%	Tree surgeon	£2,800 Plus, VAT
4	Coopers Meadow	X1 willow Tree	To be felled	Tree surgeon	£1,200 for both plus VAT
		1x willow	To be pollarded	Tree surgeon	
5	Priory Gardens	3 larch	To be Felled	Tree surgeon	£2,300 plus VAT
6	The Victorian cemetery	4x yew	Reduce by 25%	Tree surgeon	£3,850 plus VAT
7	The Victorian cemetery	2x yew	Reduce by 25%	Tree surgeon	£1,100 plus VAT
8	The Cemetery	2x lime	Pollard to 8ft	Tree surgeon Booked in for November	
9	Priory Gardens	1x Ash	Fell: has Ash die back	Awaiting date	
	Coopers meadow	2x willow	Pollard one Remove second	Awaiting quote	

Proposal

Members are asked to note the above.

Grounds Manager 30.09.2025

To note a report on the workshop extension

Purpose

The purpose of this report is to appraise the Committee of the completed work to extend the workshop.

Background

Since 2022 work has been undertaken to extend the Grounds Team workshop to:

- Increase the access and parking
- Increase the secure storage for plant and equipment
- Increase the workshop space
- Improve the greenhouse facility
- Provide staff amenity space and facilities
- Provide Grounds Manager office space
- Improve ease of movement, transactional activity and the overall health and safety of the site
- Ensure a clear boundary

Please see Appendix 2 for outline plan.

There was an Ear Marked Reserve (EMR) of £264,272 to enable this project.

Status

All work has now been realised and completed, with the exception of the solar panels, EV charger, and the rainwater harvesting tank.

Cost

The total cost to date is £255,691. Please refer to Appendix 3 for full expenditure breakdown. It should be noted the EMR has been utilised to both enable the phased building works, as well as equipping the new areas with the necessary fittings, and items required to enable the workshop to function more safely and effectively. There is £8,581 remaining.

Pending Tasks

Rainwater harvesting tank and fixtures - cost £500

Storage Cabinet – cleaning products and toiletries – cost £150

Solar panels and EV charger

The Council may want to consider progressing the solar panels and EV charger in the future.

However, since the conception of the initial plan the Council has refreshed its energy suppliers and the electricity supply to the workshop is 100% renewable.

Proposal

Members are asked to note the report.

Town Clerk 26 9 25

To receive an update on the consultation plan and Hawthorn Meadow

Purpose

The purpose of this report is to update the Committee on the status of the play area at Rabley Wood View and land to the rear (*Hawthorn Meadow*); with a view to assessing the timing of the initial consultation on the proposed land swap with a parcel of land on Marlborough Common (to enable the cemetery extension).

Status

Since the last update report, the Town Clerk has received the following email updates from GreenSquare Accord on the status of the Play Area and the land handover at Hawthorn Meadow:

- **21 9 25** The Town Clerk did a site visit to assess progress. Generally, most tidying work had been completed, and the new path section had been strimmed back. The play area had also been strimmed (but will need repeated strimming – and this point has been made to GreenSquareAccord).
 - Subsequently MTC have offered to keep pathways/area behind the play area (Hawthorn Meadow) clear prior to formal handover as the growth is at a manageable height still and could be harder to cut back given the protracted time the handover is taking. The offer was accepted.
 - **24 9 25** Town Clerk contacted GreenSquareAccord, pressing urgency for conclusion. GreenSquareAccord stated: *'The ROSPA Report has been commissioned, and waiting for a date for their survey. Also, the planting conclusion and replacement is also commissioned, the seeding will happen during Oct and planting November. We will then call out the Wiltshire Council officer and yourself to sign off and then we should be able to transfer.'*
-

Considerations

Assuming the play area, path, and Hawthorn Meadow are kept strimmed the Committee may want to consider progressing with the consultation exercise regarding the land swap with the Common? (It may be worth a site visit by the Committee to view the situation).

NB if the above was carried out it would need to be made clear the land is not yet in the Council's ownership, and the consultation is being carried out on the assumption that the land transfer goes ahead satisfactorily.

Proposal

The Committee is asked to note the update and consider both the status and Council's position in relation to the land handover and instruct the Town Clerk accordingly.

Town Clerk 1 10 25

ITEM 11

VICTORIAN CEMETERY AND ARBORETUM

To receive a verbal update report on the Victorian Cemetery and Arboretum from Councillor Sadler

ITEM 12

ALLOTMENTS

To receive a verbal update report on the Allotment Committees from Councillors Cooper, Luson and the Town Clerk

ITEM 13

FINANCE REPORT AND BUDGET 2026 27

To note and consider the Committee's Finance Report for Month 5, and consider the Committee's budget requirements for 2026 27

a) Finance Report for Month 5

Please refer to Appendix 3 for budget overview.

b) To consider the Committee's priorities and budget requirements for 2026/27

Purpose

The purpose of this report is to provide the Committee with an overview of its current priorities and projects as agreed to date, in order for the Committee to review its priorities and projects for 2026-27 and to consider the budget requirements for 2026-27. (Please refer to Appendix 3 for budget overview)

Priorities and Projects / Status

The agreed priorities for 2025 26 are:

1. **Workshop Extension** – completed
2. **Grounds works vehicle replacement** – subject to agreement with lease company (possibly 2026 27 budget) - unresolved
3. **Cemetery extension (2022-27)** – consultation and feasibility assessment (to be funded from Cemetery EMR and possible contribution from precept. Main project costs to be funded by Public Works Loan)
4. **Biodiversity Management** over the council's estate
5. **Land at Rabley Wood View (Hawthorn Meadow)/land at Tin Pit**
 - Create land management plan for both sites – agreed
6. **Parking arrangements on Marlborough Common** – policy and site management, installation and ground preparation (CIL funds agreed) - complete
7. **Salisbury Road Recreation Ground** - subject to s106 funds confirmation/CIL funds
8. **Victorian Cemetery and Arboretum** – project development

Proposed Priorities 2026 27 and Budget Considerations

It is proposed that the Amenities and Open Spaces Committee agree the following as its list of priorities for budgeting purposes for 2026 27:

- 1. Cemetery extension (2022-27)** – consultation and feasibility assessment (to be funded from Cemetery EMR and possible contribution from precept. Main project costs to be funded by Public Works Loan)
- 2. Biodiversity Management** - over the council's estate (2025/26 ground preparation by ground team; flower planting either 2025/26 or 2026/27 depending on weather conditions – from AOS Projects budget)
- 3. Land at Rabley Wood View (Hawthorn Meadow)/land at Tin Pit** - Implement land management plan and install type one connecting path from Rabley Wood View to Bay Meadows – AOS Project funds or £7,000 CIL funds request to the Finance and Policy Committee. If CIL funds are agreed the AOS project fund could be reduced?
- 4. Priory Gardens Paths** – circa £12,000 CIL funds request to the Finance and Policy Committee. Please refer to Appendix 4 for illustration of proposed work.
- 5. 'Orec' Bank Mower** - full service and repair of Orec bank mower. A request for an additional £1,500 to workshop maintenance budget. (It is not starting well and is very much needed. A new product is not easily sourced, so the aim would be to have a comprehensive overhaul of the existing mower carried out by a specialist mower machanic. It is suggested this is then reviewed 2026 27. A new mower is circa. £7,500).
- 6. Victorian Cemetery and Arboretum** - ongoing project development
- 7. Grounds works vehicle replacement** – subject to agreement with lease company (possibly 2027 28 budget)

General considerations

- Assumed **3.5% inflation oncost** where applicable on **provided services**.
- **10% added** onto **hire costs** of open spaces (as 24 25)?
- NB current CIL fund circa £40,500 allowing for current commitments.

Recommendation

Members are asked to consider and agree the Committee's priorities and budget requirements for 2026 27 and instruct the Town Clerk accordingly.

Town Clerk 26 9 25

To note any Grants of Exclusive Rights of Burial issued and recently approved Memorials and Inscriptions

CEMETERY INFORMATION
Period 04.06.2025 – 01.10.2025

i) Exclusive Right of Burial/Notice of Interment/Purchase

Name of deceased	Grave No.	Cemetery Section	Type of Burial	Funeral Director
David George King	54	J	New Ashes	Claridge
Kenneth Henry Frank Munson	74	H	Reopen Burial	Claridge
Michael Richards	55	J	New Ashes	N/A
Geoffrey Miles Alderson	124	FF	Reopen Ashes	Dianne Mackinder
Colin Cecil Goldsmith	35	H	Reopen Burial	Dianne Mackinder
Muriel Ruth Willis	124	G	Reopen Ashes	Dianne Mackinder
Christine Denise Taylor	97	H	New Double	Dianne Mackinder
Barry John Ellis	100	F	New Ashes	Dianne Mackinder
Kathleen Mary Lye	383	D	Reopen Burial	Claridge
David Allan Hicks	26	D	Ashes sprinkled on a Double Burial	N/A

ii) Memorial Applications – Inscriptions and Additional Inscriptions

Name of deceased	Stone	Grave No.	Section	Inscription to read -
Michael Bevan	Kendal Green Granite	43	J	MICHAEL (MICK) BEVAN 16.9.1947 – 7.10.2024 Treasured memories of a lovely Husband, Dad and Grampy

Name of deceased	Stone	Grave No.	Section	Inscription to read -
Simon Brett	Honed Dark Grey Slate	93	H	<p>Front:</p> <p>SIMON BRETT 1943-2024 WOOD ENGRAVER How very, very blessed we are at peace in love for eternity JULIET WOOD</p> <p>Back:</p> <p>My mind has wrestled in the cause of wisdom and by wrestling been made strong My heart was possessed with her from the first and for this I shall not be forsaken So with your own eyes you see how for a little labour I have found me great peace</p>
Selina & Geoff Alderson	Sea Grey Granite	124	FF	<p>Left Hand side:</p> <p>Selina Alderson 25 September 1937 9 August 2024 Much Loved Wife, Mum, Gran, and Great Gran</p> <p>Right Hand side:</p> <p>Geoff Alderson 10 June 1938 14 April 2025 Much Loved Husband, Dad, Grandad, and Great Grandad</p> <p>Centre underneath:</p> <p><i>Together Again Forever in our Hearts</i></p>

Name of deceased	Stone	Grave No.	Section	Inscription to read -
Nancy Doreen Dzimitrowicz	Light Grey Granite Unpolished	42	H	In Loving Memory of Nancy Doreen Dzimitrowicz nee Fowler 22 nd June 1930 – 25 th May 2024 Wife, Mother, Grandmother and Great Grandmother who selflessly devoted her life to her family “We make a living by what we get, But we make a life by what we give”
David George King	Light Grey Granite	54	J	In Loving Memory of DAVID GEORGE KING 28 th April 1955 – 3 rd February 2025 A devoted Husband, Father & Grandad
David Allan Hicks	Additional Inscription	26	D	ALSO DEAR DAVID ALLAN HICKS 1935-2025
Gerald Neil & Prudence Anne Groffman	Marlborough Purbeck Stone	85	H	In loving memory of GERALD NEIL GROFFMAN 1931-2023 and PRUDENCE ANNE GROFFMAN 1942 - 2024
Cyril Godfrey Ford	Light Grey Granite	88	H	IN LOVING MEMORY OF CYRIL GODFREY FORD 24.07.1934 – 07.09.2024 DEPARTED, BUT WILL NEVER BE FORGOTTEN REST IN PEACE

Civic, Cemetery & Engagement Officer 1.10.25

Stonebridge Meadow Committee (SMC)

54th Meeting

MTC Offices, High Street, Marlborough

10am to 11am, 6th June 2025

Minutes

1. Welcome and apologies for absence

Attendees

Anna Forbes (Chaired and Minutes)
Susannah O'Brien
Judy Pitts
Kelvyn Shantry
Richard Spencer-Williams
Nigel Weatherly

Apologies were received from Zoe Cliffe, who is the new ARK rep, replacing Martin Gibson. MG remains supportive of Stonebridge and is still an ARK Trustee. ZC has been a very active ARK volunteers for about 7 years, she lives in Marlborough and knows Stonebridge well. ZC will take over writing up the minutes, but today AF will stand in for minute taking.

AF welcomed everyone to the meeting

2. Minutes of the last meeting – 13th February 2025

Minutes approved, subject to correction on meeting number being amended to 53rd meeting and KS chaired not AF.

3. Matters Arising.

No specific matters arising outside of the agenda.

4. Dog fouling and dogs on leads

Since the last meeting RSW has written to Wiltshire Council about this issue. He is suggesting a Wiltshire Council led campaign co-ordinating with others, such as ourselves.

The Dog Warden will create comms materials to share. There are now 2 wardens covering Wiltshire.

It was recognised by the SMC that to make a positive change regarding dog fouling at Stonebridge there needs to be consequences.

RSW had researched enforcing Public Space Protection Orders (PSPOs). The SMC fully supported him looking into re-introducing expired legislation.

RSW shared town councils can create by-laws. The police can then enforce these. This has to be agreed by the Secretary of State. The SMC committee strongly supported progressing a by-law and a PSPO.

Action: RSW to follow up for green spaces in Marlborough, including Stonebridge and feedback to the SMC.

The poo bag dispenser is being emptied regularly on a daily basis. Whilst frustrating as this looks to be a person taking lots rather than the suggested one, AF said if it means dog mess is being bagged and binned anywhere it is still a win. ARK will continue to supply the biodegradable poo bags. The provision of dog poo bags was an agreed action in the past to remove an excuse to not picking up when at Stonebridge.

The SMC discussed the current jointly agreed dogs on leads during bird nesting season rule. Current metal signs are at all entry points to Stonebridge. Many users of the water meadow are completely ignoring this. AF has spoken to a number of those not putting their dogs on leads and the majority of these people have been verbally abusive, not recognising that their dog could possibly be a problem. Responsible dog owners/walkers have expressed their support the rule to protect wildlife, reduce dog fouling, protect other dogs and other meadow users as many dogs off lead are under no control whatsoever with no recall.

The SMC committee unanimously agreed to trial for a year dogs on leads at all times in the water meadow.

Action: KS and SO'B to take this proposal to the upcoming MTC Open Spaces meeting for approval from the council. ARK gives this trial their approval. RSW to feedback to AF. AF to action updated signage if Open Spaces approve the trial.

There was a conversation about dogs in rivers. It was agreed that dogs would still be able to access the river at the two 'beach' sites at each end of the meadow, whilst recognising there is a negative environmental impact to this, both disturbance and chemicals.

AF explained the national pollution issue of pet flea treatments such as Spot On (the ones you put onto pet skin). This treatment stays active for a significant time to do its job as a flea treatment but means those chemicals are washing into rivers and killing freshwater invertebrates. There have been a number of stories in national press about this.

AF said we could put up a large, clear notice at each beach, to educate dog owners. There are alternative flea treatments if you talk to your vet. Local Riverside Vet Edward had recently given a talk in Minal on this subject. SO'B thought this was very interesting and educating others would be good.

Action: AF to share articles and information on this subject with the SMC. ARK have a webpage about this subject too.

5. Hedging

AF said the hedging is looking fabulous. NW has the start of September booked in for the machine to carry out annual height reduction on 3 or the 4 sides. AF said ARK an ARK volunteer team will do likewise on the 4th run of hedging by the river.

6. Tree work update

ARK has paid £2,400.00 for essential and extensive tree work on a heritage willow on the north riverbank. The work has made the tree safe and removed the ability for those who carry out anti-social behaviour to access a private part of the land on the north bank from the river.

7. Picnic bench

The new recycled plastic picnic bench, paid for by MTC and built by ARK volunteers is now in place. No issues to report. It was highlighted that ARK volunteer Richard D does a brilliant job thoroughly litter picking the whole of Stonebridge on a weekly basis, without this approach the area really would not be so litter free.

8. Mowing update

- **Adapted mowing regime at the 'amenity' area**

This is going well. AF asked if a smaller pod can be mown next time round the picnic bench as such a large area is not necessary. NW will see if this can be done.

AF and NW agreed due to the weather there has been vigorous growth and topping the plants in the amenity area at the start of July with the Wessex mower will keep the plants closer to the agreed 'knee high' height.

**Action: NW to make sure a path is maintained that leads to the 'person' gate' into the conservation grazing area from the 'amenity' area.
NW to top amenity area in July to knee high.**

- **General mowing**

The first mow of the year has recently been carried out.

9. Wetland maintenance

AF reported the wetland is looking wonderful since the maintenance. Lots of flag iris in bloom, smooth newts spotted and once warm weather is here dragonflies will be back. AF said later in the summer the channel that is the opposite side of the wetland dipping area will be once again dug out by ARK volunteers, as over winter the amount of road runoff coming in was vast. She explained the main purpose of the wetland is to filter road runoff before it enters the Kennet. It is a nature-based solution. Before construction of the wetland the runoff flowed in an open culvert directly into the Kennet. AF said she'd get the barrier tape that had been in place at 3 points on the edge of the wetland removed now vegetation had re-established a good buffer after the autumn 2024 maintenance.

10. Conservation grazing update

MG had let AF know that Grove Farm will continue to kindly support Stonebridge once again providing cattle in the summer for conservation grazing. ARK volunteer lookers will check them daily.

AF asked if she should follow up on sheep for Cooper's Meadow this year, they had done a great job and were very popular last year. RSW and councillors said yes, to proceed with organising this.

11. Budget update

AF had circulated the financial year 2024/25 spreadsheet to the SMC. Everyone was happy with the final figures for this.

12. PR, publicity and events

AF had not had time to write her usual report but gave a verbal update. The community fritillary bulb planting date in in the diary. River Schools are full steam ahead at Stonebridge, ARK proving at no charge to schools or groups fun, hands on, educational workshops. These help schools achieve a range of curriculum topics as well as educating children about their local chalk stream and surrounding habitats.

Later this month AF and the ARK River School team are leading 3 days of GCSE Geography fieldwork in the Kennet at Stonebridge and The Priory for 150 St John's Marlborough Year 10 students.

Social media continues to grow, raising awareness of the site, share the wildlife that lives here, the activities we run, community involvement (what the ARK volunteers are doing and why) and attracting new volunteers and supporters.

13. Stonebridge Annual Review

Held 27th March 2025. The review with a presentation sharing the last 12 months was well received by attendees. RSW had suggested this event could become part of the town's Annual Meeting. ARK was happy to consider this, RSW now thought it is probably best to keep them separate. AF said the Stonebridge Review does what it needs to and presents the opportunity for interaction with the public to showcase the last 12 months.

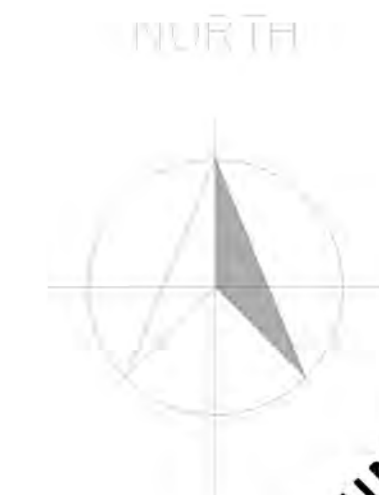
14. AOB

RSW asked if AF can meet up to discuss the Stonebridge allotments. He would welcome an ARK insight into them, as the allotments border land that ARK leases and are very close to the Kennet.

Action: AF and RSW to arrange an allotment meeting.

15. Date of next meeting

Tuesday 2nd September 2025 10am – 11am at MTC Offices.



PLANNING ISSUE
SITE LAYOUT/ BLOCK PLAN 1:200 @ A1
 1:400 @ A3

MATHEWSON WATERS ARCHITECTS
 Willoughby Studio
 07540 72592

The Old Surgery
 Crowle Road · Lambourn
 Berkshire · RG17 8NR
 enquiries@mw-architects.co.uk
 www.mw-architects.co.uk
 01488 73131

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22038.106A

PROJECT
GROUND DEPARTMENT BUILDING, MARLBOROUGH TOWN COUNCIL

REVISION	DATE	AMENDMENTS
A	02.05.23	General amendments

SCALE BAR - 1:200

ALL FIGURED DIMENSIONS ARE TO BE TAKEN IN PREFERENCE TO SCALED DIMENSIONS AND ANY INACCURACIES ARE TO BE REPORTED TO THE ARCHITECT. DIMENSIONS TO BE CHECKED ON SITE BEFORE ANY WORK IS PUT IN HAND OR PREFABRICATED. COPYRIGHT OF THIS DRAWING IS RETAINED BY THE ARCHITECT AND IT MUST NOT BE REPRODUCED WITHOUT THEIR WRITTEN CONSENT.

	A & OS Budget Month 5					Proposed		Notes	KEY
	2024 25 yr end	Actual Year To Date	Current Annual Budget	Funds Available	% Spent	Transfer to/from EMR	2026 27		
INCOME									
1101 INCOME-CEMETERY	19,484	8,172	15,880		51.5%		9,760		
1100 INCOME-ALLOTMENTS	1,799	45	750		6.1%		825		
1102 INCOME-GOLF CLUB									
1103 INCOME OPEN SPACES	9,655	2,043	9,982		20.5%		10,980	seasonal income	
1106 INCOME - SHOWMENS GUILD	2,300	-	2,438		0.0%		2,300		
1111 INCOME - RUGBY CLUB									
EXPENDITURE									
CEMETERY AND ALLOTMENTS									
4036 OLD CEMETERY	387	309	500	191	61.7%		518		
4006 ST JOHNS TRUST	250	250	250	-	100.0%		325		
WORKSHOP									
4027 INTRUDER ALARM	1,435	1,112	2,174	1,062	51.2%		2,250		
4042 PERSONAL PROTECTIVE EQUIPMENT	606	48	1,000	952	4.8%		1,035		
4043 PICK-UP LEASE	445	445	600	155	74.1%		621		
4044 VEHICLE TAX/INS.	335	345	415	70	83.1%		430		
4045 VEHICLE PETROL/DERV	6,404	3,278	9,315	6,037	35.2%		9,641		
4047 WORKSHOP TOOLS ETC	3,751	1,746	3,000	1,254	58.2%		3,105		
4048 VEHICLE MAINTENANCE	16,425	4,188	12,420	8,232	33.7%		12,854		
4050 WORKSHOP MISC	944	5,901	6,200	299	95.2%		6,417		
4315 REFUSE COLLECTION	5,079	2,098	4,140	2,042	50.7%		4,284		
4320 MOWER	2,816	1,024	4,200	3,176	24.4%		4,200		
4323 MISTUBISHI LEASE	2,259	941	2,400	1,459	39.2%		2,400		
4332 WESSEX MOWER LEASE	6,614	2,756	7,000	4,244	39.4%		7,000		
4339 ISEKI TRACTOR LEASE 2023	10,478	4,366	10,000	5,634	43.7%		10,000		
OPEN SPACES									
4038 MAINTENANCE	8,747	3,889	9,000	5,111	43.2%		10,500	26 27 1500 mower repair	
4220 OPEN SPACES PLANTS	4,472	3,186	5,300	2,114	60.1%		5,485		
4223 PLAY EQUIP/MAINT/REPLACEMENT	2,945	1,657	3,500	1,843	47.4%		3,622		
4314 AOS PROJECTS	29,434	11,827	10,000	- 1,827	118.3%	£ 9,226 Matting	10,350		
4318 TREE SURVEY & WORKS	8,180	-	17,500	17,500	0.0%		18,112	Pending works	
4324 RTV/Husqvana	4,182	1,640	3,500	1,860	46.9%		3,500		
4325 STONEBRIDGE MEADOWS	420	495	1,000	505	49.5%		-	New agreement	
4327 ISEKI TRACTOR TG6490	4,643	1,652	7,000	5,348	23.6%		7,000		
4330 MULTI PURPOSE MOWER	1,718	624	3,100	2,476	20.1%		3,100		
4331 FRONT LOADER/BACK HOE LEASE	2,882	1,179	3,200	2,021	36.8%		3,200		
4335 TREE PLANTING	-	-	1,000	1,000	0.0%		1,000		
4337 SKATE PARK LIGHTING	-	-	500	500	0.0%		500		
4401 NEW WORKSHOP	76,087	76,331	-	- 76,331	0.0%	£ 76,331 Extension	-		
4402 ISEKI RIDE-ON MOWER	4,944	2,047	3,000	953	68.2%		3,000		
4403 KAWASAKI MULE 24	5,398	2,235	5,360	3,125	41.7%		5,360		
4404 TRAFFIC MANAGEMENT	1,240	-	1,500	1,500	0.0%		1,500	Pending events	
4407 WALLS & FENCES	-	10,574	-	- 10,574	0.0%	£ 10,574 Manton	-		
	Income	23,187	58,075		39.9%		52,890		
	Expenditure	146,143	138,074		105.8%		141,309		

The Priory footpaths

Summary. Uneven surface with a mixture of surfaces

Background

The surface of the foot paths through the Priory Gardens is a mixture of tarmac and loose stone with some low lying areas with poor drainage and other areas of uneven and in some places broken tarmac. In the past approximately 80% of the footpaths through the Priory Gardens have been tarmacked but there is also the section that runs along the side of the river that never has been tarmacked and during the winter months is constantly flooded.



photo 1 shows the foot path that runs along the side of the river this is just a loose stone surface and is regularly flooded in the winter months.



Photo 2 above shows the Figgins lane pedestrian gate entrance this area is constantly requiring the surface being topped up to prevent a trip hazard especially for the elderly that like to use the gardens.



photo 3 shows the section from the pedestrian gate on Figgins Lane back towards the Priory car park. This section has in the past been tarmacked but is now starting to break up.

Financial Implications

The financial implications are around £11,500

Recommendation

The Grounds Manager recommends that Members consider this option to consider putting a tarmac surface on the areas that currently don't have a tarmac surface complete with new edges (this would be more cost effective)

Grounds Manager 26.09.2025