

Marlborough Town Council

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COUNCIL OFFICES
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MARLBOROUGH
WILTSHIRE
SN8 1AA

24th August 2021

To: Cllrs. N. Barrett-Morton, L. Farrell (Vice Chair), D. Heath (Chairman), V. Hillier, A. Ross, J Sheppard, C Thomas, J Waltham, and the Town Mayor

Dear Councillor,

You are summoned to a meeting of the **Amenities and Open Spaces Committee** to be held on **Tuesday, 31st August 2021, following the Planning Committee meeting and not before 7.30pm.**

Yours faithfully

Richard Spencer-Williams

Mr R Spencer-Williams, PSLCC
Town Clerk

This meeting will be held in the Assembly Room at the Town Hall according to the latest Government Covid Safety Guidelines, and managed according to the Health and Safety At Work Act 1974 (2)e

There will be twenty places for members of the public to attend. If members of the public wish to attend they should notify the Town Clerk of this by noon on the Friday prior to the meeting. Places will be allocated on a first come first served basis. Organisations and interest groups are asked to send one delegate.

All those in attendance at the meeting will be required to wear a face mask when moving around the Town Hall, unless exempt, or when seated.

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

No members of the public will be allowed to attend if all the allocated seats are taken.

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 and Open Spaces Committee Planning Committee. The time allocated for this should not exceed 10 minutes and be limited to 1 question per person unless directed otherwise by the Chairman. A full response may not be possible without further research and the Chair may direct that a written or oral response be given.

A G E N D A

- 1. Apologies for Absence**
- 2. Declarations of Interest**
To receive any declarations of interest or requests for dispensations
- 3. Chairman's Announcements**
- 4. Minutes**
To approve the minutes of the meeting held on Monday 21st June 2021 as a correct record
- 5. Town Clerk's/Action Log Report**
To note the Town Clerk's Action Log
- 6. To receive a verbal update from the Grounds Manager**
- 7. Tree Planting for Queen's Platinum Jubilee**
To consider the proposal for tree planting to commemorate the Queen's Platinum Jubilee
- 8. Request for Dog Waste Bin at Manton Hollow**
To consider the request for a dog waste bin at MARL 1 / Manton Hollow
- 9. Cemeteries**
 - i) To note any Grants of Exclusive Rights of Burial issued
 - ii) To note any memorials and inscriptions approved
- 10. Marlborough Allotment Association Minutes**
To note the Allotment Association Minutes
- 11. Exclusion of Press and Public**
That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
- 12. Grounds Services Workshop and Tools**
To receive and update on the status of the workshop and grounds staff tools, and to consider the purchase of replacement tools

77/21 IMPROVING BIO-DIVERSITY ON THE COMMON
The request from Transition Marlborough for a wildlife meadow in the area of the Diamond Jubilee Community Orchard on the Common was considered.

RESOLVED: to support the request as outlined in the proposal

78/21 OPEN SPACES WORKING PARTY PROPOSED TERMS OF REFERENCE
The proposed Terms of Reference for the Open Spaces Working Party (OSWP) was considered. Discussion covered:

- That all areas should be covered, including Wye House Gardens and the Common.
- That young people's needs should be understood.
- That the Wiltshire Council Local Youth network could support the work of the OSWP.
- The 'purpose' in the TORs could be clearer and should be amended to state all parts of the community need to be thought about.
- There is a key role for the Police to support any strategy.
- Anti-social behaviour has got worse recently in some areas, and that needs to be responded to.
- That the work of the OSWP could give rise to a Youth Strategy.
- Whether this working party should be opened up to the Full Council to ensure support?

RESOLVED: to adopt the terms of reference, with amendments to the 'purpose' to reflect all parts of the community should be considered, and the 'scope' should include Wye House Gardens and the Common, and to refer to Full Council for resolution agreeing membership.

79/21 REQUEST FOR DOG WASTE BIN AT OLD RAILWAY TRACK
The request for a dog waste bin to be installed at the Old Railway track was considered.

RESOLVED: to support the request for a bin, and to also support the adoption of a bin off Cherry Orchard

80/21 RABLEY WOOD UPDATE
The Town Clerk's update report on Rabley Wood was noted. The question of associated CIL or S106 funding linked to this development was raised.

ACTION for the Town Clerk to clarify what developer funding is linked to the Rabley Wood View development.

81/21 BENCHES MAPPING EXERCISE
The Bench mapping report was considered. Additionally, the need for benches in the High Street was also raised, whilst recognising this was not Town Council land.

RESOLVED: (i) that the Committee supports the suggested locations as permitted sites for memorial benches to be located and to delegate the placement of benches at the agreed locations to the Town Clerk and Grounds Manager

RESOLVED: (ii) for additional or new locations to be brought to the attention of the Committee for consideration

82/21 REQUEST FOR MEMORIAL BENCHES
The request to place a memorial bench outside the Boxing Club at Elcot Lane by the daughter of Mr Andrew Nash, was considered.

RESOLVED: to support the request to place a memorial bench outside the Boxing Club

83/21 MARLBOROUGH IN BLOOM UPDATE

The Marlborough in Bloom report was noted.

The hard work of the staff team to support Marlborough in Bloom was recognised by the Committee.

84/21 CEMETERIES

- iii) To note any Grants of Exclusive Rights of Burial issued
- iv) To note any memorials and inscriptions approved

The Cemeteries report was noted.

85/21 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

86/21 CHURCHILL COURT TREE POLLARDING

The Committee considered the matter of tree pollarding at land adjacent to Churchill Court, and associated quotes.

RESOLVED: to not proceed with the pollarding, but to ensure good general tree management in respect of safety and the trees' health.

Signed: Date:
Chairman

ITEM 5 Town Clerk's/Action Log Report

To note the Town Clerk's/Action Log Report

ACTION LOG					
Description	Assigned to	Source	Status	Start Date	Notes
Clarify developer funding for Rabley Wood	Town Clerk	A&OS Committee	Complete Email sent to Committee 27.7.21	27.7.21	£32,000 coming from GreenSquare Group as part of the agreement - with 80% (£25,600) due to be transferred to MTC along with the ownership of land area 'A' (Play area). The remaining 20% due to be transferred to MTC along with ownership of land area ' B' (field to rear by the river). Additionally, there are three CIL payments due linked to the housing development. Received the first payment for £13,993. The other two are unspecified amounts at this stage, but I am advised by WC we should receive £16,326 per tranche, unless they amend the planning application during this period. The payments are due 7th February 2022 and the final tranche on the 5th of October 2022.
Churchill Court Trees To ensure good general tree management in respect of safety and the trees' health.	Town Clerk		In progress as of 6.7.21		Town Clerk and Grounds Manager visited Churchill Court. Assessed trees, engaged, and spoke with three residents. Agreed systematic tree husbandry programme of works of x1 day per month – pruning, removing dead /diseased branches, obvious over hangs. Also, to commission tree surgeon if any obvious dangerous branches. Resident very positive.

ITEM 7. Tree Planting for Queen's Platinum Jubilee

To consider the proposal to for tree planting to commemorate the Queen's Platinum Jubilee

1. On 2nd June 2022, we will celebrate another unique milestone in our history, Her Majesty The Queen's 70th year as our Monarch and Head of the Commonwealth - Her Platinum Jubilee. There has been a suggestion by a resident to plant a tree or trees to commemorate the occasion.
2. There is currently £5,188 in the Open Spaces Plants budget (Budget Code 4220)
3. **The Committee is asked to principally consider the proposal, locations, and type of tree, should they support the proposal, in order that the Grounds Manager can do further work to fully assess and plan the project.**
4. NB The Platinum Jubilee arrangements, as a whole will also be on the Full Council agenda for the 1.11.21

ITEM 8. Request for Dog Waste Bin at Manton Hollow

To consider the request for a dog waste bin at MARL 1 / Manton Hollow

1. A resident, Mrs Gilmour, has requested that a litter bin, particularly for dog waste be installed on Footpath MARL1, at the junction/opposite the alleyway through to Farrar Drive, Barton Park. It has been suggested this would benefit walkers from Barton Park, College Fields, Manton Hollow and Manton, and would also allow easy access for emptying from Manton Hollow.
2. The resident's home backs on to footpath MARL1 close to the entrance into Manton Hollow and has stated there are dog waste bags thrown into the shrubbery, alongside the footpath as well as on the grass edges leading down towards the A4 crossing into Manton and on the pavements through the estate. Many residents of Barton Park, College Fields and Manton Hollow use the footpath, be it to access the estate into town or the fields behind, for recreational use and dog walking. Most of the front gardens on Barton Park are open plan, which makes them more vulnerable to dog fouling.
3. **The Committee are asked to consider the matter and instruct the Town Clerk accordingly.**

ITEM 9 Cemeteries

To note any Grants of Exclusive Rights of Burial issued

To note any memorials and inscriptions approved

CEMETERY INFORMATION

Period 21.06.2021 – 31.08.21

Exclusive Right of Burial/Notice of Interment/Purchase

Name of deceased	Grave No	Cemetery Section	Type of burial	Funeral Director
Bryan Derek Castle	34	G	Burial	Mackinder
Joan Crook	16	F	Cremation	Claridge
Janise Trotman	10	J	Cremation	Claridge

Memorial Applications - Inscriptions and Additional Inscriptions

Name of deceased	Stone	Grave No	Section	Inscription to read:
Ian James Caldwell	Granite	344	D	2.11.1960 – 11.06.2000 a Really Awesome Human Being Much loved by many. xx
Anthony Harrop	Dark Grey Granite	316	D	In Loving Memory of: Anthony William (Tony) Harrop 20 th Sept 1936 – 19 th May 2021 A Cherished Husband, Dad, Grandad and Great Grandad. To of known you was a precious Gift. Rest in Peace.
Avril Delia Giacobbi & Frederick Gordon Burn	Ruby Red Granite	59	H	Avril Delia Giacobbi – Machat – Burn & Frederick Gordon Burn 5.Feb.1941 – 29 Dec 2020 13.Oct.1946 – 18 Dec.2019 Right said Fred – Bernard Cribbins/George Martin (Abbey Road Studios 1962) “..And so we, had a cuppa tea..and then we, went home...”

ITEM 10. Marlborough Allotment Association Minutes

To note the Allotment Association Minutes

Allotment Committee Meeting

26th July 2021

Present: Judy Pitts, Bronwen Brown, Wendy Jackson, Jo Payne, David Levett. Ian Ryman, Karen and John Collie, Laura, and Philip Mickelborough

Apologies: Maisie

Previous minutes:

Stonebridge: Plots 2 and 11 allocated now

Plot 4 still to be allocated

Plot 8 will be given up

Elcot: Fence line has been strimmed. The grass was not dumped as was collected by council (checked by Bronwen)

Padlocks with codes will be purchased by Bronwen for the two gates facing the football pitch. The other gate will remain the same. A notice will be put up on the noticeboard and the council notified.

No response from the council regarding beehives. No-one is sure who is responsible for the other beehives around the town.

Waiting List remains very long with 26 people waiting for a plot, mostly for Elcot.

Discussion about what plans the Council have for dealing with the demand. Suggestion that an email be drafted for Sue Fry to send to people on the waiting list to clarify if they are interested in having a plot and if not heard from them by the beginning of September, to assume they are not interested.

Also, suggested that Claire Harris (assistant Town Clerk) who is responsible for Open Spaces be contacted with copies to councillors, notifying them of the long waiting list and asking them what plans they have for dealing with it.

There is some space in Stonebridge for more allotments if plots 3 and 4 are divided.

Some uncertainty about who the council representatives responsible for Open Spaces now.

Community Fridge: Claire Harris is also involved in the project. It is open every Thursday and Saturday from 10am to 12 noon behind the Police Station in Waitrose car park.

Claire Harris to be contacted to find out how to donate surplus produce to the project.

Stonebridge: No changes to report

St John's: have entered Marlborough In Bloom competition in 'It's Your Neighbourhood' category Judging on 12th August. Good Luck to them!

Elcot: All seems well here with individual plots.

Concern about some of the cement posts which are cracked and leaning over. These may start failing within the next 2/3 years and could be dangerous. Discussions needed about what should be done before too late. Possible replacement hedging? apparently Woodland Trust provide free hedging.

Actions:

- Contact Claire Harris about Community Fridge information (Judy)
- Draft email about waiting list for Sue Fry (Bronwen)
- Find who Open Spaces representatives are. (Bronwen)
- Contact Nigel re fence line (Bronwen)
- Contact Woodland Trust re hedging (Wendy)
- Meet and greet new plot holders at Stonebridge (Ian)

Future Dates

Next Allotment Committee meeting 20th September 2021 at 7pm at Roebuck unless informed otherwise

Team Tidy on 10th October 2021

ITEM 11. Exclusion of Press and Public

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ITEM 12. Grounds Services Workshop and Tools - Please refer to separate report

To receive an update on the status of the workshop and grounds staff tools, and to consider the purchase of replacement tools