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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 6th October 2022
commencing at 7:30pm.

MEMBERS PRESENT: Councillors Sam Frost [SF] Nicholas Burnet [NB], Robin Green [RG] Nathalie Collister [NC], Rachel Inglefield [RI]

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

CHAIR: Sam Frost [SF]

APOLOGIES: Abigail Barrett [AB]

FC22/23/070 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
Cllr Barrett.

FC22/23/071 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
None.

FC22/23/072 **MINUTES OF THE PREVIOUS MEETING HELD ON 7TH JULY 2022**
Proposed RI. Seconded NC. Passed.

IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 7th July 2022 be accepted as written.

FC22/23/073 **TO REVIEW OUTSTANDING ACTIONS FROM PRIOR MEETINGS**
As attached

FC22/23/074 **CHAIRMAN'S ANNOUNCEMENTS**

The last meeting was sadly postponed due to the death of HM Queen Elizabeth II. SF signed the book of condolences on behalf of the Village Council on Wiltshire Councils website.

The Village Clean Up was scheduled for October but sadly no response was provided so it was cancelled until spring. The Council does wish to continue an extended thanks to those in the village that work to keep the village tidy through-out the year.



FC22/23/075 **PLANNING**

FC22/23/076 **To Receive The Planning Report**

The Planning report was received.

FC22/23/077 **To Consider The Following Planning Application From Wiltshire Council**

[PL/2022/05670](#)

Proposal

Front boundary wall and entrance gates (retrospective application)

Site Address

Bucklefields, Ogbourne St George, SN8 1TF

Application Type

Householder planning permission

Outcome

Approve with Conditions

[PL/2022/05717](#)

Proposal

Glazed gable replacing existing masonry gable.
Internal alterations.

Site Address

Foxglove Cottage, High Street, Ogbourne St George,
SN8 1SU

Application Type

Householder planning permission

Outcome

Approved with Conditions

[PL/2022/06848](#)

Proposal

Permission in principle for residential development of a minimum of 3 and maximum of 5 dwellings (resubmission of PL/2022/03347)

Site Address

Land Off Bytham Road, Ogbourne St George, Wilts, SN8 1SL

Application Type

Permission in Principle



Outcome

Withdrawn by Applicant

[PL/2022/07087](#)

Proposal

T1. Mature multi-stemmed Goat Willow (*Salix caprea*). Height 5m, Spread 6m. Remove.

Site Address

Pendogett High Street, Ogbourne St George, SN8 1SU

Application Type

Notification of proposed works to trees in a conservation area

Outcome

No Objection

[PL/2022/07247](#)

Proposal

External alterations and change of use to form E (g) (ii) – (iii) / B8 employment units

Site Address

Copse Drove, Ogbourne St George, SN8 1RW

Application Type

Full Planning Permission

Outcome

Additional Information on Original Planning Application for the Farm asked for. Potential planning condition of extension of speed limit and signs may be a required. SF to find original application.

FC22/23/078 **TO RECEIVE FOR INFORMATION, THE CLERK’S REPORT**

EM presented the proposed updated website and hosting items. Council agreed to continue to move the website. Action EM

Council asked to start preparing for the budget setting for 2023/24 and put forward any ideas of projects that would potentially require consideration for the budget. EM will provide the date for when the precept is due once it has been announced by Wiltshire Council.

FC22/23/079 **TO REVIEW AND APPROVE THE RISK ASSESSMENT 2022**

Proposed RG. Seconded SF. Passed



IT WAS RESOLVED THAT the Risk Assessment Be Accepted As Presented.

FC22/23/080 **FINANCE MATTERS**

FC22/23/081 **To Receive The Bank Reconciliations As Presented.**

Received and attached to these minutes.

FC22/23/082 **To Receive For Information, Disbursements Made Since The Last Meeting**

Received and attached to these minutes.

FC22/23/083 **To Consider And Approve The Schedule Of Forthcoming Payments**

Proposed RI. Seconded RG. Passed.

IT WAS RESOLVED THAT the Forthcoming Payment Schedule be Approved.

Attached to these minutes

FC22/23/084 **TO RECEIVE UPDATES FROM WORKING GROUPS AND OUTSIDE BODIES**

FC22/23/085 **Local Highways and Footpath Improvement Group (LHFIG, formally CATG)**

One point for OSG remained on the agenda at the last meeting. LHFIG has removed the point of placing a ridgeway sign from the priority list. RI emailed James Shepherd to obtain further information on this and will come back to the Council.

White Fields bus stop still requires attention and a document is being put together for agreement and sending.

Refreshing of the white lines within the village is needed throughout. Parishioners are encouraged to continue to use the <https://www.wiltshire.gov.uk/mywilts-online-reporting> items such as this to Wiltshire as a matter of information.

LHFIG funding structured has also changed. Once a local contribution was 20% but now it is a 25% contribution. The Parish Council will need to be aware of this for future projects and budgets.

LHFIG is also now looking after footpaths. This is something that the working group and Council will need consider for further improvements.

The next LHFIG meeting is the 24th November 2022 in Marlborough.

FC22/23/086 **To Consider And Agree The Priority List For LHFIG**

Not discussed.



FC22/23/087 **Marlborough Area Board (MAB)**

Next meeting is Tuesday 11th October 2022, Marlborough Town Hall. 19:00.

This last Area Board Meeting was not attended by the Parish Council, however the details of the last meeting may be found here:

<https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=165&MId=14318&Ver=4>

FC22/23/088 **Transport Working Group - To Receive An Update**

Meeting to be held Thursday 13th October and will report at next Full Council.

The group will be setting out a schedule for the next year for regular meeting that align with the Parish Council Meetings.

The group has been chasing up many items from that are outstanding from Wiltshire Council. A review of all the items being worked on in the transport group was completed and all items identified are still sitting with Wiltshire Council.

FC22/23/089 **To Consider The Appointment Of A Lay Member (Wilf Hyde Smith) To The Transport Working Group**

Proposed SF. Seconded NB. Passed.

IT WAS RESOLVED THAT Mr Hyde Smith Join The Transport Working Group As A Lay Member.

FC22/23/090 **To Consider The Appointment Of A Lay Member (Bob Tanner) To The Transport Working Group**

Proposed SF. Seconded RG. Passed.

IT WAS RESOLVED THAT Mr Bob Tanner Join The Transport Working Group As A Lay Member.

FC22/23/091 **To Consider And Agree To Purchase A Speed Indicator Device To Be Placed At The Aldbourne Entrance To The Village At A Cost Of £2850 +VAT To Include A Fixing Post**

Proposed NC. Seconded NB. Passed.

IT WAS RESOLVED THAT The Council Purchase A Speed Indicator Device At A Cost Of £2339.99+VAT As Presented (Elan City).

FC22/23/092 **To Consider And Agree To Purchase A Speed Indicator Device To Be Placed At The Marlborough Exit To The Village At A Cost Of £2850 +VAT To Include A Fixing Post**

Deferred

Proposed RG. Seconded SF. Passed.



- FC22/23/093 **Community Spirit Initiatives Working Group - To receive an update**
 The pub has agreed to be a venue for the Christmas Tree, with the aim for the 4th of December 2022. Times to be confirmed by the next meeting.
 Continued work being done on sourcing a tree for the event as using the same supplier as last year is not possible.
 Several action points (added to the action list) were discussed to be brought back to future meetings.
 Additional future ideas being considered are a defibrillator training course. EM asked that the contract held with the school be reviewed to see if annual training has already been agreed as part of the purchase agreement.
 A request of putting together an initiative to have the local school children plant flowers around Bell Field is also being looked at for a future consideration.
 A new Head of School is coming Ogbourne St George Primary School. The group are due to meet and catch up with any updates in the next meetings.
- FC22/23/094 **To Consider the appointment of a lay member (Louise McIntyre) to the Community Spirit Initiatives**
 Proposed RG. Seconded SF. Passed.
IT WAS RESOLVED THAT Louise McIntyre Join The Community Spirit Working Group As A Lay Member.
- FC22/23/095 **Communications Working Group - To receive an update**
 The Communications Group has not sat yet and do not yet have a date agreed.
 Suggested that a calendar be put together that outlines the planned events.
 NB to get further information on continued development of the website.
- FC22/23/096 **To Consider the appointment of a lay member (Claire Heald) to the Communications Working Group**
 Proposed NB. Seconded SF. Passed.
IT WAS RESOLVED THAT Claire Heald Join The Communications Working Group As A Lay Member.
- FC22/23/097 **Bell Field Working Group**
 The working group has had a suggestion of flower planting by the school kids as stated in FC/23/093



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

A member of the public raised a question regarding the triangle of land outside the Inn With The Well.

The member of the public felt that the land belonged to the Parish Council along with the bench that is on it and queried the previous statement that it was not the Parish Council's land.

EM explained that there is no digital Title document on record for the land (registrations have only been compulsory since 1990, and digital since the early 2000s). The Parish Council does not knowingly hold a Title deed. EM has spoken to Wiltshire Highways who have asserted that they own the land.

EM further stated that, if there is property on the land (such as the bench) then, legally, the property belongs to the land owner unless they wish to asset otherwise (or the Council can prove that the item is theirs). SF will discuss the history of the bench with his father to see if it may have once belonged to the PC. If it did, EM will contact Wiltshire Council to address ownership of the bench.

EM also updated that Wiltshire Council, as the legal owners, are happy to grant usage licenses to the Parish Council on a case-by-case basis.

SIGNATURE CERTIFICATE




REFERENCE NUMBER

0C0DD3DC-E193-415A-87C4-7BDB81012D21

| TRANSACTION DETAILS | DOCUMENT DETAILS |
|--|--|
| Reference Number 0C0DD3DC-E193-415A-87C4-7BDB81012D21 | Document Name Osg Mins 061022 Final |
| Transaction Type Signature Request | Filename osg_mins_061022_final.pdf |
| Sent At 06/01/2023 10:56 EDT | Pages 8 pages |
| Executed At 06/05/2023 09:00 EDT | Content Type application/pdf |
| Identity Method email | File Size 322 KB |
| Distribution Method email | Original Checksum ecc3732ef0220c39028272f8189f14d553c140486c479012a40dce379074746f |
| Signed Checksum bc60fd5c5816d9edfb077d26bdb155b77ac3755102607b9345784930f9852420 | |
| Signer Sequencing Disabled | |
| Document Passcode Disabled | |

SIGNERS

| SIGNER | E-SIGNATURE | EVENTS |
|---|--|--|
| Name Sam Frost | Status signed | Viewed At 06/05/2023 08:59 EDT |
| Email sam.frost@ogbournestgeorge.org.uk | Multi-factor Digital Fingerprint Checksum 37f086846088c4bbcad8b593eb85db16355fab3888ce902c2859afb026921dbb | Identity Authenticated At 06/05/2023 09:00 EDT |
| Components 10 | IP Address 81.187.253.110 | Signed At 06/05/2023 09:00 EDT |
| | Device Safari via Mac | |
| | Typed Signature  | |
| | Signature Reference ID 5C8516DD | |

AUDITS

| TIMESTAMP | AUDIT |
|----------------------|---|
| 06/01/2023 10:56 EDT | Elizabeth Martin (parishclerk@ogbournestgeorge.org.uk) created document 'osg_mins_061022_final.pdf' on Chrome via Mac from 217.32.112.53. |
| 06/01/2023 10:56 EDT | Sam Frost (sam.frost@ogbournestgeorge.org.uk) was emailed a link to sign. |
| 06/05/2023 08:59 EDT | Sam Frost (sam.frost@ogbournestgeorge.org.uk) viewed the document on Safari via Mac from 81.187.253.110. |
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