

# Marlborough Town Council

---



3 October 2023

To: Councillors serving on the Amenities and Open Spaces Committee – Councillors Noel Barrett-Morton, Mark Cooper (Chair), Lisa Farrell (Vice Chair), Mark Luson, Susannah O'Brien, Andrew Ross, James Sheppard, and the Town Mayor Cllr Nicholas Fogg

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 **9 October 2023** 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 also 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 1 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 10 July 2023
- 5. Action Log**  
To receive an update on the Action Log
- 6. Grounds Manager's Report**  
To note and consider the Grounds Manager's Report
- 7. Tree Report**  
To note and consider the report on the Council's trees
- 8. Committee Priorities**  
To consider and clarify the Committee's priorities for 2024-25
- 9. Finance Report and 2024-25 Budget**  
To note and consider Amenities and Open Spaces Finance Report for month 5 and to consider the Committee's budget requirements for 2024-25
- 10. Wye House Garden Play Area**  
To receive a verbal update on the Wye House Play Area project
- 11. New Cemetery**  
To receive an update report and consider the next steps for the development of the new cemetery
- 12. Antisocial Behaviour at Salisbury Road Recreation Ground**  
To consider the matter of antisocial behaviour at Salisbury Road Recreation Ground, and what measures the Committee or Council could take to address the issue
- 13. Cemetery Report**  
To note any Grants of Exclusive Rights of Burial issued  
To note any recently approved Memorials and Inscriptions

**14. Allotments**

To receive an update report from Councillor Luson on the Allotment Association & allotments

**15. Memorial Bench Requests**

To consider a request for a memorial bench at the Diamond Jubilee Orchard

**16. Re-Wilding Request to Wiltshire Council**

To consider the re-wilding request to Wiltshire Council



### 106/23 COMMITTEE VICE CHAIR

Proposed by **Councillor Cooper** and seconded by **Councillor Luson** and **RESOLVED:** that **Councillor Farrell** is elected Vice Chair of the Amenities & Open Spaces Committee for 2023-24

### 107/23 ACTION LOG

Members noted that all outstanding items on the action log would be covered by agenda items.

### 108/23 STONEBRIDGE MEADOW

Members considered the Stonebridge Meadow agreement.

In introducing the item, **The Chair** reminded Members:

- Of an open invitation for a guided walk around Stonebridge Meadow
- That the Council has a legal duty to protect biodiversity under s40 of the Natural Environment and Rural Communities Act 2006

**Councillor Ross** asked whether a proposed bridge to join Stonebridge Meadow with the boardwalk on the other side of the river could be reconsidered, which would create a circular walk around the river. It was no longer a priority in the Management Plan, and he asked why it had been dropped.

During a suspension of Standing Orders members of the public were invited to speak:

**Mrs Hannaford-Dobson** thanked the Committee for its response at its last meeting to her questions raised during the Annual Town meeting. She had been encouraged to read the minutes and the proposals for a shelter for creative play, robust and simple seating and border planting (***A&OS Meeting 3 April 2023, Min. No. 325/22 Wye House Garden***). She still had questions and concerns about clearing spaces to provide river views, accessibility for the disabled and elderly, more mown areas, whether the maintenance costs of the space provided value for money to the ratepayer and suggested that five acres could be put aside for amenity space. When the land was first purchased, it was agreed that 5 acres would be set aside as amenity land and 10 acres given over to biodiversity. The Town Council serve the townspeople and they deserved more: she felt the Council was failing them. In particular she pointed out the size of the dipping pond, surrounding water and trees, reducing the amount of open land that could be used for amenity.

Her questions were:

- Would the Committee provide full access to Stonebridge Meadow and its walks for elderly and disabled people to the meadow with cleared open views of the river from the proposed seating
- Would the Committee ensure that more areas are opened up and mown and set aside for recreation, picnic etc for young families to enjoy

**Stewart Dobson** referred to the purchase of the land and stated it was never purchased as a wild river reserve, which seemed to have come from ARK. The original Trust states its use as to further the charitable objects of ARK and provide amenity

land – one corner of which was inaccessible so the public could not walk around in a loop. Other points were:

- He had never seen minutes other than that the Town Council agree with ARK at Stonebridge Meadow Management Committee meetings
- In hindsight, whether the land should have been divided in two
- That it was possible to walk beside the river at Axford: in Marlborough Coopers Meadow only provided two clear areas to view the river
- Sympathy for protecting biodiversity, but also considering the rights of people
- Urged Members to consider whether the plans could be adjusted so people who want to enjoy the river aren't swamped over by people who want a wild river reserve
- Whether it had been a mistake to go into partnership with ARK
- Whether ARK could buy the Town Council's share of the land and the money be used elsewhere
- There had been previous proposals to create more space for Marlborough Town Football Club which had not been progressed due to ARK objections to encroachment into the scrub area
- Questioned that the Town Council had spent public money to purchase community land, but was now defining it as a nature reserve
- That the two clear beach areas were on the other side of the river, not in the land jointly owned by the Town Council
- Two gaps had been created in the vegetation at Coopers Meadow – could this also be done at Stonebridge Meadow?

**Mrs Compton** made a number of points:

- Stonebridge Meadow is a water meadow. Grass paths for disabled access would become very muddy and it would need hard engineering to create disabled access. She would not want to see hard landscaping through the Meadow
- There were clear views of the river from the footbridge and beach, and hundreds of children had already accessed the river for education
- The river wasn't just for looking at; if vegetation was removed it would affect/remove wildlife
- Otters have returned and been seen with 3 pups as far into town as Kennet Place
- The quickest way to achieve a view of the river without much wildlife would be to remove the vegetation. If small spaces were cleared, it would encourage people to allow dogs into the water which would endanger the protected water voles
- The population of water voles had increased in Marlborough, in contrast to a general decrease in the rest of the country
- A lot had been achieved in the Meadow, loved by so many people including tourists
- There was space for ball games at Coopers Meadow, the Recreation Ground and Priory Gardens, and residents were lucky to have so many open spaces, including Wye House Gardens and Plume of Feathers Garden

**Members** responded to the points raised:

- The dilemma of offsetting access requirements against the need to protect biodiversity
- To make it fully accessible, tarmac or boardwalks would be required which would damage biodiversity
- Whether a small section could be cleared to provide a balance
- Some places were already clearer, and perhaps these could be prioritised to add more clear space
- The legal responsibility of the Town Council to protect biodiversity
- A reluctance to damage natural habitats in order to provide clear access to the river
- Whether the partnership with ARK would be damaged if the Town Council changed its approach to managing the Meadow
- If changes were made to make the river more accessible, whether there would be a section of the population who would use it for purposes other than simply enjoying river views – e.g. people playing in the water disturbing habitats, leaving litter etc
- Whether it would ever be possible to make everyone happy, given the balance required between spaces for nature and spaces for people
- Whether the original agreement, including 5 acres to be set aside for amenity land, had stipulated that this was in perpetuity, or whether it could change by mutual agreement
- That the area was a designated nature reserve
- For nature to thrive, the river as a wildlife corridor was important. That could only be achieved by not creating breaks within the corridor – it would be nice to create more access, but breaking the wildlife corridor would be an issue likely leading to a decline in water vole population, and Members would be wary of taking any action to compromise the wildlife corridor
- Whether Committee members should visit the site to assess all the points raised

**The Chair** reinstated Standing Orders and thanked all members of the public for their contributions:

- He assured them that Members would want to take their comments on board
- It was crucial that there should be accessible access for all members of the public
- Partnership was key in supporting ARK
- Whether the first step should be for all Members to visit the site and assess the points raised

**RESOLVED:** to arrange a Committee visit to Stonebridge Meadow

*A member of the public left the meeting*

### 109/23 JAPANESE KNOTWEED

Members noted the Town Clerk's update report detailing actions taken and in progress to deal with Japanese Knotweed on part of Marlborough Common boundary.

- The **Grounds Manager** answered questions to clarify location and extent of spread
- **Councillor Sheppard** stressed the importance for staff to report any issues (whether in open spaces or elsewhere) through Council

### 110/23 GROUNDS MANAGER'S REPORT

Members noted the Grounds Manager's Report, and **The Chair** thanked the team for its work: the Cemetery looked amazing. He asked that the Committee's thanks be passed back to the team. Matters arising included:

- London Road war memorial: whether the decaying posts and chains detracted from the memorial
- Whether removing the barriers would result in vehicles mounting and cutting up the bank
- Equipment inspections: clarification of the RoSPA training undertaken by all grounds staff, as well as 2-3 visits per year by the Council's insurers, Zurich, which provided reports after each visit
- Whether the condition of the chains on the swing on the Common could be confirmed in writing to clarify the ambiguous wording in the report

**RESOLVED:** to remove the posts and chains from around the London Road 7<sup>th</sup> Wiltshire Regiment Memorial, and monitor whether traffic incidents would require their reinstatement in the future

*Three members of the public left the meeting*

### 111/23 FINANCE REPORT

Members noted the Finance Report at month 2 with no questions arising.

### 112/23 TREE REPORT

Members noted the report on the Council's trees and accepted the priority order for tree works.

### 113/23 TREE WARDEN

Full Council had referred the election of a tree warden to the A&OS Committee. This role had previously been held by very knowledgeable Councillors, **Bryan Castle** and **Don Heath**. Members discussed the nature of this role and whether it required arboricultural knowledge or was more related to planning applications related to tree works. If the latter, the person holding the role would need to have time available to visit sites to assess trees prior to making recommendations to the Planning Committee. Members also asked whether training was available – it was believed that Wiltshire Council had offered something in the past. It was agreed that the role should be redefined to support the Planning Committee in considering applications for tree



works and/or trees affected by planning applications, and therefore that the Planning Committee should consider nominating someone to the role.

**ACTION:** add to a Planning Committee agenda

### **114/23 WYE HOUSE GARDEN PLAY AREA**

Members noted the Town Clerk's report and considered the revised plan for the play area at Wye House Gardens:

- With a relatively small budget no play equipment companies had come forward to bid for the scheme
- The project had been redefined into a series of tasks that could be carried out by a combination of in-house staff and external contractors
- There may be a requirement for a small increase to the agreed budget of £30K, allocated from CIL funds
- Feedback from Members to the emerging plans was that it was imaginative and made a good use of the space
- The sorry state of the current play area was not a good representation of the Town Council, and the work should be completed as soon as practically possible

**RESOLVED:** to progress the Wye House play area project as proposed, agreeing the budget be increased if necessary

**ACTION:** add to Finance & Policy Committee agenda to discuss potential budget increase

### **115/23 NEW CEMETERY**

Members noted the Town Clerk's report and considered the next steps for development of the new cemetery:

- Whether to conduct a public consultation as a first step, as this was a requirement for a public works loan
- That the new cemetery was listed within the Marlborough Area Neighbourhood Plan, which should add weight to gaining permission

**RESOLVED:** to conduct a public consultation to assess the appetite for the new cemetery plans, including the land swap of Common land

### **116/23 PROJECTS**

Members considered the priority projects for 2023-24:

- Whether to reinstate the creation of a bridge at Stonebridge Meadow
- That cost for the full list of projects exceeded the available budget, and would require Finance & Policy Committee consideration for the works at Tinpit

**RESOLVED:** that the priority projects were approved with one addition

Members discussed unsightly graffiti on walls on the southern approach to Marlborough. A joint approach had been discussed with Wiltshire Council, but there was reluctance on its part to accept the risk. **Councillor Sheppard** agreed to raise the issue with the head of Legal Services.

**ACTION:** Councillor Sheppard to discuss a joint approach to cleaning graffiti with Wiltshire Council

**117/23 CEMETERY REPORT**

Members noted recent grants of Exclusive Rights of Burial and approved memorials and inscriptions.

**118/23 ALLOTMENTS**

**Councillor Lusson** gave a verbal update:

- It was peak growing season, and allotments were in full flower
- All allotment sites were running successfully, and all annual subscriptions had been paid
- A request to the Grounds team that any spare soil and/or bark chippings would be welcomed for Stonebridge as a priority, as well as Elcot Lane

**119/23 MEMORIAL BENCH REQUEST**

Members considered a request for a new bench at the Cemetery, noting existing benches as well as potential suitable sites.

**RESOLVED:** to agree to the request if the person was happy with a location around the perimeter of the Cemetery; if not, to offer alternative sites in other parts of the town

The meeting closed at 8.09 pm

**ITEM 5****ACTION LOG****To receive an update on the Action Log**

#	Action	Min no	Source	Owner	Status	Date	Notes
180	Arrange Committee visit to Stonebridge Meadow	108/23	A&OS Committee	Town Clerk	Complete	10 July 2023	<b>Committee visit with Anna Forbes (ARK) 10 August 2023</b>
181	Remove posts and chains at war memorial London Road	110/23	A&OS Committee	Grounds Manager	Complete	10 July 2023	
182	Tree warden	113/23	A&OS Committee	Town Clerk	Complete	10 July 2023	<b>Agreed at Planning Committee 24.7.2023: Councillor O'Brien</b>
183	Wye House play area	114/23	A&OS Committee	Town Clerk	Complete	10 July 2023	Add to F&P agenda re potential budget increase <b>Agreed at F&amp;P Committee 31.7.2023 additional £5K (total budget £35K) of CIL funds</b>
184	Graffiti on walls at old railway bridge, Salisbury Road	116/23	A&OS Committee	Councillor Sheppard		10 July 2023	<b>Councillor Sheppard to discuss a joint approach to cleaning graffiti with Wiltshire Council</b>

**ITEM 6****GROUNDS MANAGER'S REPORT****To note and consider the Grounds Manager's Report****General**

It has now come to the end of the summer season. This season has been so changeable exceptionally dry in June and wet throughout July and August. The wet conditions have not given us the opportunity to get some other jobs done around our open spaces as the grass has been growing so quickly.

---

## Workload

Planning permission has been agreed for the workshop development. We have some work to do with assisting this with tree removal and a shed to dispose of. We have made a start on the revamp of the play area at Wye House. There are a few other projects that we are hoping to get done over the winter months, the:

- bridge at Wye House needs replacing.
- lime trees on the Green need pollarding
- Holm oak in the Victorian cemetery needs clearing and the stump grinding out ready to replant a new Holm Oak
- Autumn brings the Mop Fairs to the High Street which means road closures and traffic management

## Bedding Displays

The bedding displays have again looked good this year with several compliments from member of the public who have commented on the colours and selection of plants. 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 this month.

## Play Equipment

We have had several issues this summer with wear and tear having to keep checking and tightening nuts and bolts that work loose. The safety surface on Salisbury Road recreation ground has been agreed and we are just waiting for a date for the two areas to be resurfaced. Health and safety inspections are done monthly and recorded.

## Machinery

We have had a couple of minor issues with the machinery such as a damaged drive gearbox on the mower deck on the 14year old Iseki which was delayed waiting for the part from Japan. The tractors and mower being serviced. The rough mower which we use on the areas that only get trimmed a few times a year is definitely due to be replaced. Trying to find a good replacement is somewhat of a challenge as the model we have is no longer produced.

---

## Site Specific

### Salisbury Road Recreation Ground

The soil level around the skate park base footings needs to be built up. The swing seats are splitting, and I have ordered replacement seats and chains. The safety surface repair is still waiting to be done on the spinning dish and sunken roundabout. We have had a couple of litter bins that have been set on fire over the last month this has been reported to Wiltshire Police. Grass cutting on the football pitch is done weekly. Football pitches are holding up well although we are only at start the football season. Skate Park is very well used and has been repaired by Maverick who installed this. Litter picking is an ongoing task.

### St Mary's Church

Continue weekly maintenance in the church yard. The back of the church yard will be cut in the next month.

## **The Green**

Routine maintenance is being carried out. The epicormic growth from the bottom of the trees will be removed when the leaves fall in the Autumn and the pollarding will be done hopefully before the Xmas lights are installed. The posts around the Green will be straightened over the winter months.

## **War Memorials**

We have scheduled regular maintenance to improve the quality in this area. We have removed the chains and posts around the Wiltshire memorial. The roses on the Wiltshire Regiment memorial have suffered during the last couple of summers. Most of them have died and have been removed. We plan to create new borders and install new roses over the next couple of months.

## **The Cemetery**

Grass cutting with follow up strimming is done when required.

## **Victorian Cemetery**

The Holm Oak is due to be replanted in November. Some wood still needs to be removed from this area. The annual cut was completed in early September. The tree surgeon has been and reduced both lime trees on the boundary to Merlin Court.

## **The Priory Gardens**

The summer bedding displays have been better this year. The wet summer months helped to keep them growing well. We have a Yew tree that needs to be cut down that will get done over the winter months.

## **Orchard Road**

The damaged ground anchor for the climbing net has been delivered. This is due to be installed in the winter months.

## **Coopers Meadow**

We have had a few issues in the play area which was mentioned earlier. Routine maintenance continues in the meadow. There have been a few loose parts on this play area that have been resecured. Some tree removal will be done in the next couple of months to remove two Ash trees that have Ash dieback.

## **The Common**

The new swings and chains have been delivered and they are scheduled to be repainted and the swings installed in the coming weeks. The new training area has been defined with a rope boundary. The area has been treated with a herbicide to eliminate the worst of the weeds; this will need doing again. Grass cutting on the football pitch is weekly. Light tree pruning and removal of Epicormic growth and raise the canopy levels for ease of mowing. The longer grass areas are due to be cut in the coming months and we are currently looking for a flail mower to aid with this. The security work that was carried out on the Common last year seems to have worked for this year to prevent unwanted vehicles accessing the Common.

### Jubilee Field Manton

Grass cutting and strimming. A section of fence around the play area requires repairing. One of the leg-raise bars was damaged. A quote has been requested. The hedges are due to be cut soon. There are still plans to plant an additional tree late this year by the Community Orchard group.

### Wye House Gardens

Regular maintenance is carried out to maintain the standards. This area has greatly improved over the summer months.

### Wye House Play Area

This play area is currently closed and is being revamped . The old play equipment has been removed along with the old fence. The site has been levelled out and the type one stone base has been laid. We are now waiting on the fencing contractor to erect the fence line before we can continue.

### Elcot Lane

Grass cutting on the football pitch is weekly. Some new trees have sadly died I have contacted the supplier to get quotes for replacement trees. The allotment fence is monitored and the tension is checked.

### Stonebridge Meadow

Regular maintenance visits to maintain the footpath and river walk to keep the grass down and cut the brambles back from the path. The amenity area was cut as agreed for the summer months with several compliments from members of the public. The semicircle area between the walk way and Stonebridge Lane has been cut as part of the Stonebridge management plan.

**Grounds Manager 27.09.23**

## ITEM 7

## TREE REPORT

**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	Frees Avenue	All roadside trees	Reassessing for vehicle height due to insurance claim	Tree surgeon	£950 plus VAT

2	Victorian Cemetery	X3 large limes	Height risk (neighbouring property/require pollarding)	August / actioned	£1700 <b>Done</b>
3	The Common  <b>These trees are scheduled To be done mid-November</b>	Beech	– to be felled due to rotted base	Tree surgeon	£195+VAT
		Horse Chestnut	– to be felled due to safety reasons	Tree surgeon	£795+VAT
		Beech	– as above and poor condition	Tree surgeon	£395+VAT
4	Coopers Meadow  <b>These trees are scheduled to be done late October</b>	X2 Ash Trees (George Lane border)	Require removal due to ash die back	Tree surgeon	£595+VAT
		X1 Ash tree (by toilet block)	As above	Tree surgeon	£595+VAT
		X3 Lime trees	Need felling due to integrity of tree and safety		£250+VAT
5	Priory Gardens	Yew Tree	Felled	MTC Grounds team	MTC Staff Winter works
		Larch	Felled	Tree surgeon	<b>Done</b>
6	Stonebridge Meadow	Black Poplars  Deadwood removal	Reduce height	Tree surgeon	tbc
7	The Cemetery	Field Maple	Collapsed tree/needs removal	Tree surgeon due to size	<b>Awaiting quote</b>
8	Churchill Court		Tree husbandry required	MTC Grounds team	MTC Staff Winter works
9	Elcot Lane	Silver Birch	Require removal of secondary leader	MTC Grounds team	MTC Staff Winter works

10	Jubilee Field Manton		Tree husbandry required  Higher canopy work	MTC Grounds team  Tree surgeon	MTC Staff Winter works
11	Plume of Feathers		Tree husbandry required  Higher canopy work	MTC Grounds team  Tree surgeon	MTC Staff Winter works
12	Priory Gardens		Tree husbandry required  Higher canopy work	MTC Grounds team  Tree surgeon	MTC Staff Winter works
13	Salisbury Rd Recreation Ground		Tree husbandry required  Higher canopy work	MTC Grounds team  Tree surgeon	MTC Staff Winter works
14	The Green	Cherry trees	Maintain canopy height	MTC Grounds team	MTC Staff Winter works
15	Wye House Garden/Play area		Low level tree husbandry	MTC Grounds team	MTC Staff Winter works

## Proposal

Members are asked to note the above.

**Town Clerk/Grounds Manager 28 6 23**

## ITEM 8

## PRIORITIES 2024-25

**To consider the Committee's priorities for 2024-25**

## Purpose

The purpose of this report is to provide Members with an overview of current 2023-24 priorities and projects as agreed by the Committee in 2022 and at the last Committee meeting, and for Members to review priorities and projects for the 2024-25 budget setting process.

## Priorities and Projects/Status

In 2022-23 the following priorities were agreed:

1. **Wall at Figgins Lane** – now completed
2. **Rabley View/land at Tin Pit Farming in Protected Landscapes (FiPL) application and feasibility** – not progressed due to changed partnership contribution



3. **Cemetery extension (2022-27)** - ongoing
4. **Biodiversity Management Plan** – in liaison with provider
5. **Wye House Gardens** - in progress
6. **Salisbury Road Recreation Ground** – pending s106 funding
7. **Training Area on the Common** (ongoing and in progress)

At the last Committee meeting the following were agreed as projects for 2023-24:

1. Salisbury Road Recreation Ground surfacing (sunken roundabout & spinning dish)
2. Wye House Gardens Bridge – planned for December 2023/January 2024 (as soon after Wye House Play area completion)
3. Coopers Meadow signs – planned for February 2024
4. Tin Pit fencing - waiting for quotes
5. Swings on Common - planned for December / January
6. Bus shelters – planned for December / January

---

## Proposal

It is proposed that the Amenities and Open Spaces Committee agrees the following as its list of priorities for budgeting purposes for 2024-25:

1. **Workshop Extension** – site clearance as a priority project. Costs will be mainly staff time, but will require skip hire (to be taken from the New workshop EMR)
2. **Grounds works vehicle replacement** (5-year leases) 2024-29
  - Husqvarna ride on mower
  - Iseki ride on mower
  - Kawasaki mule
3. **Grounds Staff PPE and protective workwear uniform**
4. **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.
5. **Biodiversity Management (2024-25)** – pending commissioned feasibility assessment.
6. **Rabley View/land at Tin Pit** - site management plan
7. **Parking arrangements on Marlborough Common** – policy and site management, installation and ground preparation
8. **Salisbury Road Recreation Ground (2024-25)** - subject to s106 funds confirmation/CIL funds
9. **Training Area** on the Common (ongoing as needed)

Further to these it is proposed that the 2024-25 AOS smaller projects are agreed in July 2024 according to the needs at the time.

---

## Recommendation

Members are asked to consider the matter and instruct the Town Clerk accordingly.

**Town Clerk 27 9 23**

To note and consider Amenities and Open Spaces Finance Report for month 5 and to consider the Committee's budget requirements for 2024-25

### Amenities & Open Spaces

#### Detailed Income & Expenditure by Budget Heading

		Last Year	Current		Next Year	NOTES	
		Budget	Actual	Budget	Actual	Budget	
<b>INCOME</b>							
1101	CEMETERY	13,125	13,754	14,437	12,590	15,880	10% rise last year
1100	ALLOTMENTS	1,150	1,851	1,265	53	1,391	10% rise last year
1102	INCOME-GOLF CLUB						
1103	INCOME OPEN SPACES	2,500	5,996	8,250	1,724	9,075	10% rise last year
1106	INCOME - SHOWMENS GUILD	2,300	2,300	2,300		2,300	
1111	INCOME - RUGBY CLUB						
<b>EXPENDIURE</b>							
<b>CEMETERY</b>							
4011	BUSINESS RATES	440	505	0	0		centralised
4036	OLD CEMETERY	1,000	294	500	174	500	
4038	MAINTENANCE	5,000	5,068	0	0		centralised
4006	ST JOHNS TRUST	250	250	250	250	250	
4012	WATER/SEWERAGE CHGS	500	0	0	0		centralised
4038	MAINTENANCE	200	158	0	0		amalgamated

## WORKSHOP

4009	TRAVEL	200	0	0	0		centralised
4011	BUSINESS RATES	2,850	2,645	0	0		centralised
4012	WATER/SEWERAGE CHGS	500	264	0	0		centralised
4014	ELECTRICITY	3,125	2,170	0	0		centralised
4027	INTRUDER ALARM	2,000	1,782	2,000	1,002	2,100	
4031	BIODIVERSITY PLAN	0	0	5,000	0	2,000	
4038	MAINTENANCE	1,500	1,739	0	0		amalgamated
4039	PERSONNEL CLOTHING	800	517	0	0		centralised
4042	PPE	500	904	500	140	1,000	
4043	PICK-UP LEASE	600	545	600	545	600	
4044	VEHICLE TAX/INS.	500	290	350	320	400	
4045	VEHICLE PETROL/DERV	6,500	7,196	6,000	4,292	9,000	
4047	WORKSHOP TOOLS ETC	2,000	1,824	2,000	1,684	3,000	inc. in prices, replace handtools
4048	VEHICLE MAINTENANCE	4,000	3,220	12,000	2,657	12,000	
4049	TRACTOR MAINTENANCE	5,000	7,343	0	0		amalgamated
4050	WORKSHOP MISC	200	196	200	120	1,000	skip hire
4301	FIRE EXTINGUISHERS	300	334	0	0		centralised
4315	REFUSE COLLECTION	3,000	3,050	3,000	2,422	4,000	
4320	MOWER	4,200	4,095	4,200	2,048	4,200	
4321	PICK UP MAINTENANCE	3,000	1,263	0	0		amalgamated
4323	MISTUBISHI LEASE	2,259	2,354	2,259	1,130	2,400	
4332	WESSEX MOWER LEASE	0	0	7,000	2,827	7,000	
4339	ISEKI TRACTOR LEASE 2023	0	0	10,000	4,385	10,000	
NEW	HUSQVARNA RIDE ON MOWER					3,500	LEASE
NEW	ISEKI RIDE ON MOWER					2,000	LEASE
NEW	KAWASAKI MULE					1,860	LEASE
NEW	TRAFFIC MANAGEMENT	0	0	0		1,500	cones, barriers, sandbags

**OPEN SPACES**

4024	SUBSCRIPTIONS	200	95	0	0		centralised
4038	MAINTENANCE	5,000	6,639	7,200	5,847	9,000	3091 Emergency EMR JNW
4054	LEGAL	7,000	2,690	0	0		centralised
4072	EQUIPMENT	1,500	990	0	0		centralised
4220	OPEN SPACES PLANTS	5,500	5,535	4,800	3,345	4,800	
4223	PLAY EQUIP/MAINT/REPLACEMENT	2,500	905	2,500	2,641	3,500	925 CIL Heras Wye Hs
4314	AOS PROJECTS	10,000	22,065	10,000	0	10,000	
4318	TREE SURVEY & WORKS	15,000	19,881	15,000	990	17,500	
4324	RTV VEHICLE	3,500	748	3,500	0	3,500	
4325	STONEBRIDGE MEADOWS	1,500	4,176	1,000	750	1,000	
4326	BRITAIN IN BLOOM	300	0	0	0		
4327	ISEKI TRACTOR TG6490	7,000	6,146	7,000	2,377	7,000	
4330	MULTI PURPOSE MOWER	3,100	3,097	3,100	1,242	3,100	
4331	FRONT LOADER/BACK HOE LEASE	3,200	3,144	3,200	1,048	3,200	
4335	FREES AVENUE TREES	1,000	749	1,000	0	1,000	
4337	SKATE PARK LIGHTING	500	0	500	0	500	
	<b>Income</b>	42,075	48,854	49,330	23,742	51,726	
	<b>Expenditure</b>	299,072	306,891	114,659	42,235	132,410	

## ITEM 10

## WYE HOUSE GARDENS PLAY AREA

To receive a verbal update on the Wye House Gardens play area project

## ITEM 11

## NEW CEMETERY

To receive an update report and consider the next steps for the development of the new cemetery

### Purpose

The purpose of this report is to ask Members to progress the resolution made at the last meeting on this matter, and to further consider the next step in regards to executing the public and stakeholder consultation required by the Planning Inspectorate (DEFRA).

### Background

At the previous Committee meeting on 3 April, it was resolved:

**RESOLVED:** *to conduct a public consultation to assess the appetite for the new cemetery plans, including the land swap of Common land*

### Status

#### DEFRA

The Planning Inspectorate (DEFRA) has confirmed that as the 'owners' of the common land the Council can apply under s16 of the Commons Act 2006 to deregister and exchange common land. There is a statutory requirement to consult, which includes the 'commoners' as well as interested agencies (akin to the s38 application for the 'training area').

They have also confirmed that this is a separate process from the MANP.

### Considerations

#### Land at Rabley View

The land at Rabley View is set to be handed over to the Council in March/April 2024.

#### Consultation

If Members wish to proceed with the DEFRA requirement to consult it could be that this is carried out in May/June 2024, or as soon after the land parcel at Rabley View is handed over to the Council. This would be carried out according to the requirements as set out in the Planning Inspectorate guidance and would involve seeking views from both 'commoners' and statutory consultees such as Natural England, AONB, Open Spaces Society. This is likely to involve an online 'yes/no' survey via our website (akin to the training area consultation)

If Members resolve to proceed, the matter should go to the Full Council for support and approval.

#### Alternative Consideration

On 26 July the Deputy Town Clerk and Cemetery Administrator attended a Society of Local Council Clerks (SLCC) webinar 'Cemetery Matters Looking to the Future'. The webinar highlighted that

finding land for cemeteries is a common challenge in the country for local councils. As a response to this, increasingly local councils are either only offering interments for cremated remains (ashes) and/or using 'columbaria'<sup>1</sup> as an alternative method.

Here are links to two companies that offer columbaria and similar products such as above-ground vaults to illustrate what they can look like:

[Sanctum Memorial Range - Cremation Memorials, Columbaria Company](#)  
[Greenbridge Designs - Elegantly Crafted](#)

Members may want to explore these options prior to or alongside progressing the land swap and extension.

## Legal

The Local Government Act 1972 section 214(1) defines a parish council as a burial authority. Section 214(2) states that a burial authority '*may provide and maintain cemeteries whether in or outside their area*'. There is no duty to do this unless ordered by the Secretary of State.

---

## Proposal

It is proposed to go to public consultation in May/June 2024 with the 'commoners' as to whether to do a land swap of the parcel of land adjacent to the cemetery on Marlborough Common with the land parcel adjacent to Rabley View to be handed to the council, or as soon after the land parcel at Rabley View is handed over to the Council.

Alternatively, Members may propose to explore the feasibility and longevity of utilising the existing cemetery land, but with the facility to offer vertical vault interments.

---

## Recommendation

Members are asked to consider the matters raised in this report and instruct the Town Clerk accordingly.

Useful Links:

<https://www.gov.uk/government/publications/common-land-consents-policy>

<https://www.gov.uk/government/publications/application-form-to-deregister-common-land-or-village-greens>

[Local Government Act 1972 \(legislation.gov.uk\)](#)

**28 9 23 Town Clerk**

---

<sup>1</sup> A room or building with niches for funeral urns to be stored

To consider the matter of anti-social behaviour at Salisbury Road Recreation Ground and what measures the Committee or Council could take to address the issue

---

## Purpose

The purpose of this report is to inform Members of a number of incidents of anti-social behaviour (ASB) and minor criminality at Salisbury Road Recreation Ground, and to consider measures that can help reduce or respond to such incidents in the future.

---

## Background

Incidents/reports July, August and September:

- a series of young adults using the Youth Centre car park to meet, leaving car headlights on and with loud music playing from the vehicle/s
- four incidents when litter bins were set on fire adjacent to the Youth Centre and in the Recreation Ground
- an attempted break-in through the side entrance door facing the playing field
- a resident mother contacted the Town Clerk to report to the Council that her son had been assaulted at the Recreation Ground, and to ask what the Council were doing to tackle ASB in their parks, and
- allegedly also the prolific use of illegal drugs, namely cannabis in the park at night
- regular occurrences of broken bottles on the hard standing area outside the Community and Youth Centre

Aside from the above, but possibly linked, there was an attempt by a group of young people to light a 'petrol bomb' in Coopers Meadow on 10 September. They were disturbed and ran off when challenged by residents.

---

## Status

The bin fires and the incident in Coopers Meadow were all reported to the police as they happened, and a representation by a member of the public was made to Full Council on the matter at Coopers Meadow.

At the invitation of Wiltshire Police the Town Clerk attends a Neighbourhood Policing fortnightly tasking meeting, where this has been raised also. Evidence is being gathered.

The most recent incident was Tuesday 26 September with another bin fire, and broken bottles found on the morning of 29 September.

---

## Considerations

- The Council has a duty to consider the impact of all their functions and decisions on crime and disorder in Marlborough  
[Crime and Disorder Act 1998 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

- ASB can spread culturally if not tackled and responded to
- The Council has a responsibility to safeguard children and young people  
[Working together to safeguard children - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

## Proposal

To:

1. Install additional CCTV cameras to cover all aspects of the Community and Youth Centre external boundaries (namely the aspect facing the field) where possible
2. Replace the existing bin with a more robust bin and relocate within view of the CCTV
3. Set up a youth council to represent the experience of young people using the Recreation Ground and other open spaces to the Council, partners, and the community
4. Seek to create the right partnership response including the police, schools, youth service providers and parents to ensure the right culture setting for the Recreation Ground
5. Seek to utilise the Community and Youth Centre more for the benefit of children and young people
6. Seek endorsement of 3, 4, & 5 from Full Council

**Town Clerk 29 9 23**

## ITEM 13

## CEMETERY REPORT

**To note any Grants of Exclusive Rights of Burial issued**

**To note any memorials and inscriptions approved**

### CEMETERY INFORMATION

Period 23.6.23 – 27.9.23

### Exclusive Right of Burial/Notice of Interment/Purchase

Name of deceased	Grave No.	Cemetery Section	Type of Burial	Funeral Director
William Albert Mills	400	A	Sprinkling of Ashes on a Double burial	N/A
Jean Maher	69	H	New Single	Claridge
Pamela Elsie Mary Green	76	H	Reopen Burial	Claridge
Letitia Elizabeth Mary Kenny	289	D	Reopen Burial	Dianne Mackinder
Doris Ann Nobbs	110	G	Reopen Burial	Claridge
Rosemary Patricia Brenda Withers	87	FCR	Reopen Ashes	Claridge
Dorothy Alison Sinclair Neilson	238	D	Sprinkling of Ashes on a Double Burial	N/A
Peter Ward	80	H	New Single	Claridge
Patricia Joan Ridgway	28	J	New Ashes	Claridge
Leonard Max otherwise Max Booker	81	H	New Double Burial	Claridge



## Memorial Applications – Inscriptions and Additional Inscriptions

Name of deceased	Stone	Grave No.	Section	Inscription to read:
Samuel Kennedy Brown	Additional Inscription	112	FFCR	Sam Brown 1935-2022 On the high road to Mary
William Hawes & Rosemary Hawes	Black Granite	Under the cherry tree by the entrance		IN LOVING MEMORY OF WILLIAM HAWES 28.2.1932 – 17.11.2009  ROSEMARY HAWES 31.5.1934 – 15.4.2022 TOGETHER AGAIN
Christine Messenger	Abbey Grey Granite (Polished)	27	J	In Loving Memory of CHRISTINE MESSENGER 1942-2023 Gardening with the angels 000XXX
Trevor Sawyer	Black granite	78	H	TREVOR SAWYER 28.09.1966 – 08.04.2023 A brave and loved Husband, Son, Brother, Uncle, Dad and Friend Forever missed Always remembered “I can’t help it”
Val Elizabeth Smith	Sea Grey & Dark Grey Granite	114	FFCR	In Dear Memory of VAL ELIZABETH SMITH 1935-2021 A true love story
May (Mary) Hutchinson	Black Granite	26	J	In Loving Memory of May (Mary) Hutchinson 1942-2023 Forever In our hearts Never forgotten
Nigel John Perren	Blue Pearl Granite	23	J	In Loving Memory of Nigel John Perren 5.9.1973 – 22.11.2022 A loving Son, Brother And Uncle Forever loved Forever missed

Maurice Percy Cooper	Purbeck	29	A	<p>IN LOVING MEMORY OF  MAURICE PERCY COOPER  4.11.1939 – 22.6.2020  Mayor of Marlborough  1989-1990  2000-2001</p>
----------------------	---------	----	---	---

**ITEM 14**

**ALLOTMENT REPORT**

**To receive a verbal update report from Councillor Luson on the Allotment Association and allotments.**

To consider a request for memorial bench at the Diamond Jubilee Orchard

## Marlborough Town Council



### Application for Memorial Bench

Name	Gerald Payne
Phone number	[REDACTED]
Address	[REDACTED]

#### Bench Type

Please see following link to MTC recommended Bench [MBUK FARLEIGH range MBUK \(memorialbenchesuk.co.uk\)](http://MBUK_FARLEIGH_range_MBUK_(memorialbenchesuk.co.uk))  
Approval should be sought for all benches that are not in the range that is recommended by the town council.  
The council reserves the right to stipulate whether the bench is to be secured down or free standing depending on its location.

Great Maytham 3 seat.

#### Bench Location

Please tick the preferred location for your bench in Marlborough's outside and open spaces and give details of where you would like the bench located within that area.

- Marlborough Cemetery/Victorian Cemetery
- The Common/Free's Avenue
- Stonebridge Meadow
- The Green
- Elcot village green

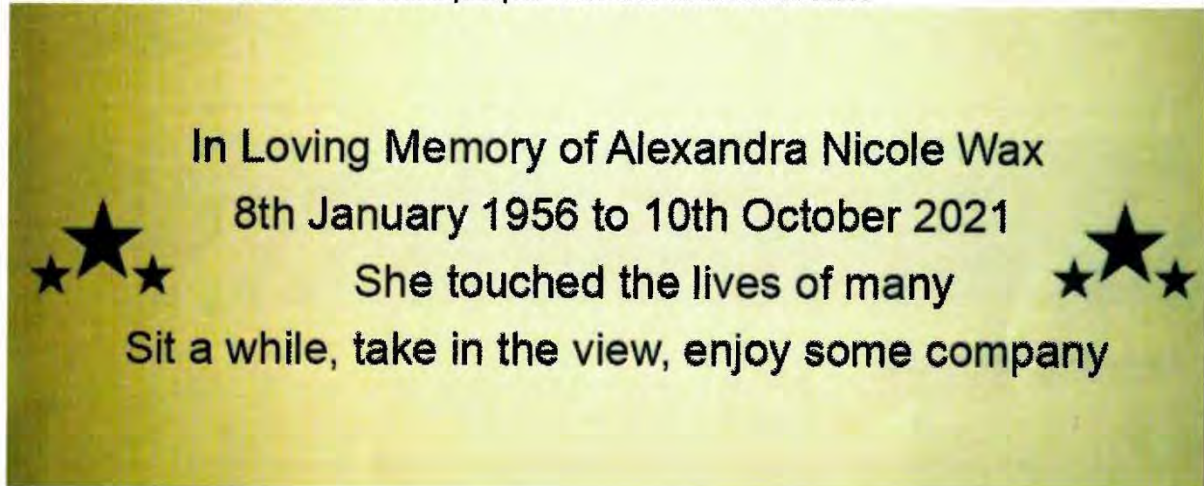
Location details: I would prefer the seat to be located just above the Diamond Jubilee Plantation with it's back to Hyde Lane looking down over the plantation with a view towards Kingsbury Street

**Inscription on plaque**

Please refer to the following link to view choices of plaques [\(MBUK Images Engraved On Plaques - Personalisation MBUK \(memorialbenchesuk.co.uk\)\)](http://MBUK Images Engraved On Plaques - Personalisation MBUK (memorialbenchesuk.co.uk)) ( please state exact words in capital letters)

IN LOVING MEMORY OF ALEXANDRA NICOLE WAX  
8<sup>TH</sup> JANUARY 1956 TO 10<sup>TH</sup> OCTOBER 2021  
SHE TOUCHED THE LIVES OF MANY  
SIT A WHILE, TAKE IN THE VIEW, ENJOY SOME COMPANY

I would like this on the 5x2 brass plaque with the additional stars



Your application for a memorial bench will be accepted, once the above has been agreed, on receipt of payment. An invoice will be issued once the application form has been submitted and agreed upon.

**Terms and conditions:**

- I understand that the Council cannot replace lost /damaged benches and that my bench may be removed from site if found to be unsafe.
- I agree to pay the full price of the bench.

SIGNED.....*Alison*..... Date: .....*11/9/23*.....

---

## Recommendation

Members are asked to consider the request and instruct the Town Clerk accordingly.

**Town Clerk**  
**2 September 2023**

**To consider whether to support a re-wilding request to Wiltshire Council for footpath MARL 30 near Ducks Meadow, leading to Orchard Rd.**

---

### **Proposal**

Sarah Daw, following the guidance and advice of Wiltshire Council (WC), has asked whether Marlborough Town Council will endorse her request to WC regarding leaving Footpath MARL30, near Ducks Meadow and leading into Orchard Road, as a wildlife zone, and allowing it to rewild during the growing season (March to Oct).

Following WC's initiative members of the public can make such requests to their Town or Parish Council [Wild about Wiltshire - Wiltshire Council](#)

---

### **Recommendation**

Members are asked to consider the request and instruct the Town Clerk accordingly.

**Town Clerk 27 9 23**