

Marlborough Town Council



13 January 2026

To: Councillors serving on the Amenities and Open Spaces Committee – Councillors Mark Cooper (Chair), Kelvyn Shantry, Lisa Farrell (Vice Chair), Mark Lusson, 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, 19 January 2026** 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 meetings held 13 October 2025
- 5. Action Log**
To receive an update on the Action Log
- 6. Stonebridge Meadow**
To receive a verbal update from Councillors 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. Cemetery Extension**
To receive an update on the consultation plan and Hawthorn Meadow
- 10. Victorian Cemetery and Arboretum**
To receive a verbal update on the Victorian Cemetery and Arboretum from Councillor Sadler
- 11. Allotments**
To note the update report on the Allotment Committees
- 12. Budget Report**
To note and consider the Committee's Budget Report for Month 8
- 13. Vehicle Access Management**
To consider proposed vehicle access management plans at two sites
- 14. Request from Minal Parish Council**
To consider a request from Minal Parish Council to extend the Council's bin collection service
- 15. 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 13 October 2025

Marlborough Town Council



Amenities & Open Spaces

Minutes of a meeting of the Amenities & Open Spaces Committee held Monday, 13 October 2025 in the Council Chamber, Marlborough Town Hall at 7pm

PRESENT	Councillor Mark Cooper	Chair
	Councillor Emily Trow	Town Mayor
	Councillor Lisa Farrell	
	Councillor Susannah O'Brien	
	Councillor Caroline Sadler	
	Councillor Peter Morgan	
	Councillor Caroline Wrench	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
ALSO		
PRESENT	Councillor Nicholas Awbery	Observing
	One member of the public	

PUBLIC QUESTION TIME

There were no questions.

197/25 APOLOGIES

Apologies for absence were received from **Councillors Luson** and **Shantry** and **the Grounds Manager**.

198/25 DECLARATIONS

Councillor Cooper – agenda item 12 (allotments) – non-pecuniary

199/25 CHAIR'S ANNOUNCEMENTS

It was great news that the project to extend the Grounds Team workshop has been completed, and the **Chair** had attended the opening ceremony. This was a good piece of work, and he thanked the **Town Clerk** and all staff who had worked so hard to get it finished.

The **Chair** had been unable to attend the biodiversity morning (*Wild Marlborough*) on 6 September but had heard very positive feedback about the event.

200/25 MINUTES

RESOLVED: that the minutes of the meeting held 16 June 2025 were confirmed as a true record and signed by the Chair

201/25 ACTION LOG

Members noted the action log.

202/25 STONEBRIDGE MEADOW

Councillor O'Brien provided a verbal update about the most recent meeting of the Stonebridge Meadow Management Committee – confirmed minutes were not yet published. The main topic of discussion had been around PSPOs (*public space protection orders*) which Wiltshire Council was currently reviewing, so might take some time to put in place. Both the **Town Mayor** and the **Chair** commented on how good the area is looking having both recently visited: a prime example of what can be achieved when people work together.

203/25 GROUNDS MANAGER'S REPORT

Members noted the Grounds Manager's report and considered a proposal about access management at Salisbury Road Recreation Ground. Discussions about the Recreation Ground included:

- Members agreed that finding a solution to managing vehicle access was a priority, and noted that the indicative cost could be funded from the A&OS projects budget
- If progressed, the next steps would be to liaise with the Bowls Club and draw up detailed plans and obtain costs
- A request for nettles to be cut back in areas near the skate park and the steps on the bank from the path in front of the Community Centre to the pitch

RESOLVED: to draw up a detailed plan and obtain quotes for security improvements at the Salisbury Road entrance to the Recreation Ground

ACTION: cut back stinging nettles at the Recreation Ground

The **Chair** asked for his thanks to be passed to the Grounds Team.

204/25 TREE REPORT

Members noted the report of planned tree works and their priority order.

205/25 WORKSHOP EXTENSION

Members noted the Town Clerk's report and the work that had been undertaken to complete the project to extend the Grounds Maintenance Office and Workshop. Discussion points included:

- The rainwater harvesting tank had been ordered: a solid foundation would be constructed for it

- The addition of an EV charger and solar panels could be considered in the future and had been included in the approved planning application. The former was likely to be expensive and complicated; the installation costs and maintenance would need to be considered to decide whether it represented good value
- The workshop now runs off 100% renewable energy following a switch of supplier

The **Chair** thanked everyone involved in what had been a fantastic project.

206/25 CEMETERY EXTENSION

Members noted the Town Clerk's report and considered options for when to commence a public consultation about a potential land swap which would create a new piece of common land between the Og and Hawthorn Meadows in exchange for extending the Cemetery at Marlborough Common. Discussion points included:

- The consultation had originally been expected to take place in June 2024, but delays by the developers to complete the play area and landscaping at Hawthorn Meadows had prevented this
- The communications plan and consultation method had already been agreed: some filming was still outstanding
- Once RoSPA approval was received, the normal process would be for Wiltshire Council to issue a landscape certificate, followed by a completion certificate one year later. There were ongoing discussions to try to bring these two certificates together, allowing a quicker handover to the Town Council
- Both the Town Council and GreenSquareAccord Homes (GSA) were keen to achieve a handover as soon as possible
- It may be possible to increase the anticipated commuted sum of £30,000 from GSA should the Town Council agree to take on the management of the area with outstanding work, the additional sum could cover any tasks that could be completed by the Grounds Team
- All agreed it was important for residents that the play area be opened as soon as possible
- There was a perception in the community that the reason for the delay was due to the Town Council, which was not the case. It would be good to be seen to be doing something to get the play area open
- Whether it would be helpful for Members to visit the site
- Whether it would be helpful for Wiltshire Councillors to liaise with officers to expedite the completion certificate
- That the Town Council's solicitor would need to advise on the legal aspects of any handover prior to completion of the work

RESOLVED:

- (i)** to seek legal advice from the Town Council's solicitor
- (ii)** to liaise with GreenSquareAccord Homes to hand over the land as soon as possible
- (iii)** to begin the Cemetery extension consultation, emphasising the assumed land swap

207/25 VICTORIAN CEMETERY AND ARBORETUM

Councillor Sadler gave a verbal update about recent events at the site and liaison with the Friends group:

- The Town Council had supported the proposal to set up a Charitable Incorporated Organisation (CIO) with the Friends of the Victorian Cemetery & Arboretum
- The open morning on 9 August had gone really well, with attendees joining in with activities, receiving a tour and information about the cemetery's history, and potential new volunteers had provided contact details
- The next meeting would take place on 31 October after which Cllr Sadler hoped to be able to provide an update on the status of the CIO

208/25 ALLOTMENTS

The **Chair** reported that he and the Town Clerk were meeting regularly with the Stonebridge Allotment Committee: the most recent meeting had taken place on 23 September. An article in Marlborough.News on 2 October showed how good the site looked now, which was thriving following the January 2024 floods. He emphasised this as another example of what could be achieved when people work together. He thanked the Town Clerk and noted that the Town Council needs to work just as closely with the other two allotment committees.

209/25 FINANCE REPORT AND BUDGET 2026-27

Members considered the Committee's budget status at month 6, and its priorities for 2026-27 as input to the annual budgeting process.

The **Town Clerk** answered questions about the A&OS budget in general, the annual budgeting process, how the Cemetery Extension project would be funded, and how funds such as Community Infrastructure Levy (CIL) funds can be used to support infrastructure projects that benefit the community.

ACTION: share background information on the Cemetery Extension project

RESOLVED: that the A&OS priorities to submit to the 2026-27 budgeting process are:

1. Cemetery Extension
2. Land at Rabley Wood View and Tin Pit
3. Priory Gardens Path
4. Biodiversity Management
5. Orec Bank Mower
6. Victorian Cemetery & Arboretum
7. Grounds works vehicle requirement

210/25 CEMETERY REPORT

Members noted the most recent Exclusive Rights of Burial that had been issued, and recent approved applications for memorial inscriptions.

The meeting closed at 8.09 pm

ITEM 5**ACTION LOG**

To receive an update on the Action Log

Ref	Action	Min. No	Owner/ 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	Cllr Sheppard In Progress	14.10.24	
304	Cut back stinging nettles at Rec (skatepark/bank steps)	203/25	Grounds team Complete	13.10.25	
305	Share background information on Cemetery Extension project with new Councillors	209/25	Town Clerk Complete	13.10.25	Details circulated 14 October

ITEM 6**STONEBRIDGE MEADOW**

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 2 September 2025 (Appendix 1) .

Members are asked to instruct the Town Clerk accordingly.

Town Clerk 6.1.26

ITEM 7**GROUNDS MANAGER'S REPORT**

To note and consider the Grounds Manager's Report

General workload

We are well into winter maintenance throughout the town and are making good progress despite the recent cold weather. All our events went well and to plan. It is at this time of year where we get the opportunity to carry out repairs to machinery and do what we call seasonal maintenance work such as fence and gate maintenance and installations, as well as maintaining the benches, cleaning the litter bins, hedge cutting and bus shelter maintenance.

Bedding displays

We have planted out our winter bedding plants. They have been replanted with a mixture of Cheiranthus/Pansies Bellis/ Primrose /Polyanthus. Although these plants do not trail, they will give a splash of colour to our open spaces. The order for next summer's bedding plants has been placed.

Bio-diversity improvements

The stripping of the identified grass verges ready for planting is planned for the end of February/March.

Play equipment

The play areas are being well used around the town. Regular monthly reported inspections are carried out. The safety surfaces in Coopers' Meadow and on the Common will need some repairs doing: this is best done in a warmer climate. We are continuing to over mark the football pitches.

Machinery

We have had a good year with the machinery with no major issues. Our hand-held equipment will be serviced in house by the grounds team. The smaller ride on mower and the new Iseki mower will be serviced by T H White, and pedestrian mowers will be serviced in house over the next couple of months.

Site specific

Salisbury Road Recreation Ground

This area is well used. We have had a few issues with graffiti on litter bins and play equipment and the skate park which we will clean off as part of our routine maintenance. The skate park is well used. We continue to litter pick and empty the bins three times a week in this area. We are hoping to get the 'vehicle access management' installed at the beginning of spring March April time.

St Mary's Churchyard

St Marys churchyard continues to be a popular meeting place for young people. We check this area daily for any litter and check the litter bins. I will order some turf in the early spring to repair the worn area around the bench in the churchyard. This seems to be an annual event to replace the turf.

The Green

We have started to straighten out the posts around the green which are being concreted in. The Christmas tree has been removed. The benches will be removed and cleaned over the next couple of months before being re oiled and returned. The laurel hedge around the substation is due to be trimmed again in the coming months.

War Memorials

These areas are maintained regularly. The seeds that were sown last spring-summer failed due to the dry summer. We will reseed them in the spring.

The Cemetery

We have had a few burials and ashes internments over the last few months. Leaf clearance and hedge cutting are due to be carried out this month.

Victorian Cemetery

We continue with the hedge cutting as agreed. Also, more of the dead wood from the Yew hedge at the rear of the cemetery will be removed to encourage the new shoots to develop, as well as clearing the few remaining brambles where they are growing through the hedge line.

Priory Gardens

The Priory continues to be well used. Regular maintenance work to keep the weeds under control, daily litter picks and bin checks are carried out. There are three dead conifers in the central wooded area that need to be felled.

Coopers Meadow

The play equipment continues to be highly popular in the meadow. The stock fencing around the meadow is in good order. We have some brash wood to clear from this area once the ground conditions allow. The two willow trees near to the Town Mill bridge require pollarding.

The Common

The Common has been well used all year. Marlborough Rugby Club have regular fixtures. Marlborough parkrun are using the Common to hold the weekly 5 kilometre runs every Saturday. Marlborough Youth Football continue to use the Common for training and playing games. The surfaces to the two entrances onto the Common could do with some work on them to improve access for vehicles entering or leaving the Common. Also, the steps from Swindon Road need upgrading and repairing this year.

Manton - Jubilee Field

The play equipment is being very well used. The hedges will be cut over the next couple of months.

Wye House Gardens & Play Area

The gardens at Wye house continue to improve each year. Again, this year we will continue to lift and divide more of the herbaceous plants to fill in any gaps. Regular checks for litter and the general condition of plants will continue throughout the winter months.

Elcot Rec

This area is used by dog walkers and for sporting events. The site is checked weekly for litter and any problems. The football pitch will need some maintenance work on it at the end of the season.

Stonebridge Meadow

The meadow is another of our open spaces that gets very well used. Regular checks for litter and twice weekly litter bin checks are carried out. The hedge around the meadow has been cut to reduce the height. The bin has been removed from the one-sided bridge until the spring.

Grounds Manager 6.1.26

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 Priory Gardens	1516 Larch	To be felled	Tree surgeon booked; date tbc	£2,300 plus VAT for all three
2	The Priory Gardens	1517 Larch	To be felled	Tree surgeon booked; date tbc	
3	The Priory Gardens	1518 Larch	To be felled	Tree surgeon booked; date tbc	
4	Coopers Meadow	X1 Willow x1 Willow	To be felled To be pollarded	Tree surgeon booked; date tbc	£1,200 for both plus VAT
5	The Victorian Cemetery	4x Yew	Reduce by 25%	Tree surgeon booked; date tbc	£3,850 plus VAT
6	The Victorian Cemetery	2x Yew	Reduce by 25%	Tree surgeon booked; date tbc	£1,100 plus VAT
7	The Cemetery	2x Lime	Pollard to 8ft		Done

Proposal

Members are asked to note the above.

Grounds Manager 6.01.2026

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 progressing the timing of the initial consultation on the proposed land swap with a parcel of land on Marlborough Common to enable the cemetery extension.

Background

At the previous Committee meeting where this matter was considered

(https://www.marlborough-tc.gov.uk/images/your-council/AOS_Agenda_13_October_2025.pdf) it was resolved:

- (i) to seek legal advice from the Town Council's solicitor
- (ii) to liaise with GreenSquareAccord Homes to hand over the land as soon as possible
- (iii) to begin the Cemetery extension consultation, emphasising the assumed land swap

Status

Land Swap

The Council's solicitor was contacted who in turn wrote to the GreenSquare Accord legal services. This prompted contact from their project officer, who was made aware of the option to hand over the land parcel and play area earlier to the Council, subject to a resettlement sum to mitigate the additional risk.

GreensquareAccord did not seek to do this, but reassured us the work was to progress, with a potential joint site visit in December with the relevant Wiltshire Council officer to sign off the play area (and trigger the handover). A date was set for 9 January to do this. On 6 January the meeting was postponed by GreenSquare as the planned works had not been able to be completed due to weather conditions. **It is now set for 6 February.**

Consultation process

On 7 January council officers met to plan the next steps in moving the consultation process forward. The following key points were agreed:

- **February** - A full comms campaign will be launched.
- **At Full Council on 23 March** there will be a presentation, with Q&As aimed at the public.
- **On Saturday 28 March (tbc) 10.30-12.30pm** site visits will be offered for parishioners to view each land site and have the plan explained.
- **16 April (9am-8pm tbc)** will be voting day at two key locations – namely the Town Hall and the Community and Youth Centre.
- **13-16 April** - For those who cannot attend the voting day or locations there will be an offer to call into the council offices to register their vote between these dates.
- Rather than sending out or delivering voting slips (as agreed in the previous council term),

the onus would be put on parishioners to attend or submit their vote at these times. It was thought that the cost of sending voting slips to all parishioners was too high (circa £8k+), and hand delivering voting slips could be problematic in ensuring and evidencing everyone entitled to vote had received their slip.

- All votes will be tracked against the electoral register.

Considerations

A land swap involving 'common land' and an application for a public works loan both require consultation with the parishioners. [Amenities & Open Spaces Committee Agenda, 1 March 2023](#)

Recommendation

Members are 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 6 1 26

ITEM 10 VICTORIAN CEMETERY AND ARBORETUM

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

ITEM 11 ALLOTMENTS

To note the update report on the Allotment Committees from Cllrs Cooper, Luson and the Town Clerk

There has been no meeting with the allotment holders since the last Committee meeting. A meeting with the Elcot Lane and St John's Close allotment holders has been scheduled for 3 March, and a meeting with the Stonebridge Lane allotment holders has been scheduled for 17 March (both meetings 6pm in the Court Room, Town Hall).

Town Clerk 6 1 26

ITEM 12 FINANCE REPORT 2026

To note and consider the Committee's Finance Report for Month 8.

(Please refer to Appendix 2 for budget overview)

Recommendation

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

Town Clerk 6 1 26

To consider proposed vehicle access management plans for Salisbury Road Recreation Ground and the entrance point to the footpath alongside the Cemetery border on the Common.

Purpose

The purpose of this report is for the Committee to consider the proposed vehicle access plans for Salisbury Road Recreation Ground (the Salisbury Road approach to the playing field), and the access point at the start of the path that runs alongside the cemetery.

Status

Currently the location in question at Salisbury Road Recreation Ground has a number of wooden posts installed in the ground. These are not secure and can easily be removed. Last year the Recreation Ground was accessed at this point by unauthorised vehicles. The vehicles were those of travellers who set up a small encampment on the Recreation Ground. This led to damage to the playing field, and some activities in the youth centre being cancelled due to unknown proximity risk.

Although the path that runs alongside the cemetery is a pedestrian path, the access point at the start of the path is currently accessible by car. It is sometimes used intentionally for this purpose by our grounds team, and on occasions by arrangement by contractors or community groups who hold events on the section of grass adjacent to the cemetery/rugby clubhouse. The current measure in place to prevent unauthorised vehicle access is to place a large log in the middle of the path way. However, this is an onerous way of maintaining access and relies on being towed in to place by our tractor. Equally it can be towed out of the way by a good sized 4x4.

Considerations

Unwanted and unauthorised vehicle access impacts negatively on any organised community events that may be scheduled to run on the Common or Salisbury Road Recreation Ground. Unauthorised encampments often bring other issues such as unwanted waste, dog fouling, and littering. It is recommended that the Council should prevent vehicle access to public open space where it is able to do so.

Proposal

It is proposed:

At Salisbury Road Recreation Ground 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 cost will be £4,715 (Posts, fittings , barrier and barrier installation). It is proposed that this comes from the A&OS project budget.

(Please see Appendix 3 for ground plan. Other product illustrations will be available at the meeting)

NB This proposal plan remains subject to Wiltshire Council approval as it will mean installing posts on or adjacent to their path; and this work is also subject to a satisfactory 'cat and genny' report (for which a verbal update will be given at the time of the meeting).

At the access point at the start of the path that runs alongside the cemetery to:

- Install a purpose made lockable metal barrier gate (painted white), akin to those already in place on Frees Avenue.
- Allow space to the side for pedestrian access (i.e. usual and 'by-law' permitted common access will not be impeded)
- The cost of this will be £975 (gate and installation)

Total cost £5,690. The Committee project budget currently has £6,923.

Recommendation

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

If the proposals are supported the aim is to have both measures installed by May.

Town Clerk 7 1 25

ITEM 14 REQUEST FROM MILDENHALL (MINAL) PARISH COUNCIL

To consider the request from Minal Parish Council to extend the Council's bin collection service

Purpose

The purpose of this report is to ask the Committee to consider the proposal by Minal Parish Council:

Proposal to Marlborough Town Council Amenities Committee and Officers from Mildenhall Parish Council

Background

In 2018 during the PC budgeting process Minal residents were asked for suggestions to improve the village. Overwhelmingly, the feedback was for dog waste bins along the village paths, in particular those which lead to Marlborough. Walking has been promoted by the Government for a number of years, and we found more people have been walking between Marlborough and Minal.

This has greatly increased since Covid and whilst to be encouraged has put pressure on rural parish councils in terms of maintenance of footpaths and dealing with dog waste.

Installation

We installed 4 dog waste bins in the village, two of which are along the most popular walking route; Mild 25, 21 leading to Mild 12. We used Idverde for bin collection twice a month but due to their difficulties with using Wiltshire County Council recycling facilities

their prices increased and they became unreliable. This summer we started using Tactical Facilities Management who are based in Reading but are expanding in this area. They came recommended by other nearby parish / town councils. However, they have had continual staffing issues resulting in overflowing bins mainly along the most popular dog walking route out from Marlborough. Whilst they have tried to resolve this issue we believe that managing the contract at distance is not proving successful and we have had several instances of dog poo being piled on top of our bins.

Solution

Rather than use an external organisation we would like to consider a more local solution. Marlborough town council is big enough to have a facilities team and the village is so close to Mildenhall. Councils are encouraged to generate revenue and the collection of 4 extra bins less than 2 miles up the road may not add greatly to the team's work. Much of the demand is created by walkers from Marlborough and it is in both Marlborough and Minal's interest to keep the paths clean and clear of dog waste.

The current contract is for £58 a month (plus VAT) for 2 collections a month. We are already considering increasing the size and type of bins on the main path as these tend to overflow the most and we could negotiate frequency. Three bins are directly accessible from the road. One is down a short hardcore lane which is still accessible to vans/lorries. Below is the location and what3words address of the bins for information.

1. Bottom of Church Lane - Turn left down this short lane [blotchy.kidney.quintet](https://www.what3words.com/#!/en/plotchy.kidney.quintet)



2. Top of the Playing Field on the main road through village [winter.customers.icicles](https://www.what3words.com/#!/en/winter.customers.icicles)



3. The Playground Thicketts Road. [unfilled.situates.skylights](#)



4. The Werg [kickbacks.puppets.lived](#)



Proposal

We would be very grateful if Marlborough Town Council Councillors and Staff could consider undertaking this service for residents of Mildenhall Parish at a suitable remuneration and contractual rate.

Sue Hine - Clerk and RFO - clerk@mildenhallwiltshireparishcouncil.gov.uk

Anna Whitehead, Chair – anna.whitehead@mildenhallwiltshireparishcouncil.gov.uk

Considerations

- Is this setting a precedent to other neighbouring parishes who may approach Marlborough Town Council to provide similar services they cannot secure elsewhere?
- Outsourcing generates external income but equally detracts from the capacity to do core existing work required of a staff resource base.
- The Council has just resolved to take on another member of staff in recognition of the increase in the estate and associated work. Is the grounds team in a position to take on more tasks?
- Whilst recognising the bins may in part be used by Marlborough residents, Marlborough Town Council provides many services (bins, benches, parks etc) enjoyed by non-Marlborough residents or outlying parishes, and at the expense of Marlborough taxpayers.
- Having been to look at the bin location and do the 'run', feedback from the Grounds Manager is:

'I have been and seen the four locations. It would take approximately 1 hour to get to Mildenhall, empty the four bins and return to Marlborough in a Kawasaki mule. To empty

the bin every two weeks (as they are currently getting) would cost £27 a month labour plus £10 a month for bags, and £56 for a skip on average per month (I estimate the waste would take up at least 1 full skip per year). This calculates to £93 per month.

This service would put additional milage on our vehicles and increase our already busy workload.'

- If the proposal is accepted what should the Council charge, and for what level of service?
- If the Minal bins prove to be fuller some months, would the Council be required to increase its service beyond what is agreed?
- Would there be benefit in smaller parishes working together to commission their own in house service, or provider?
- There are no insurance implications specific to this extended service request, unless it led to an increase in staff.

Recommendation

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

Town Clerk 6 1 25

ITEM 15

CEMETERY REPORT

To note any Grants of Exclusive Rights of Burial issued and recently approved Memorials and Inscriptions for the period 1 October 2025 to 6 January 2026

Exclusive Right of Burial/Notice of Interment/Purchase

Name of deceased	Grave No.	Cemetery Section	Type of Burial	Funeral Director
Maurice James Hilliar	79	H	Reopen Burial	Claridge
Mandy Jane Gulliver	98	H	New Single	Claridge
Anne McKinlay	101	FFCR	Reopen Ashes	N/A
Jennifer Stuart Wright	58	J	New Ashes	Claridge
Lucas Alexander Bozos	124A	FFCR	New Single (Baby)	Dianne Mackinder
Robin Spencer Notton	86	H	Reopen Burial	Claridge
Rosemary Ann Grice	02	H	Reopen Burial	Claridge
Adam Francis Harvey	126	G	New Double	R Davies Funerals, Bristol

Memorial Applications – Inscriptions and Additional Inscriptions

Name of deceased	Stone	Grave No.	Section	Inscription to read -
Jennifer Stuart Wright	Star Galaxy Granite	58	J	Jennifer Stuart Wright 'Jenny' 11.01.1954 – 02.03.2025 Loved beyond measure Missed beyond words
Barry Ellis	Granite Dark grey	FCR	100	In loving memory of BARRY ELLIS 25.4.1948 - 16.7.2025 Gone but not forgotten
Michael Graham Dobie	Additional Inscription	G	92	MICHAEL GRAHAM DOBIE 1942 – 2025 A WONDERFUL HUSBAND, FATHER AND GRANDAD
Margaret Ivy Bull	Additional Inscription	D	342	MARGARET I. BULL DIED 16 DEC 2023 AGED 88
Colin Cecil Goldsmith	Additional inscription	35	H	COLIN GOLDSMITH 1931-2025 LIVES WELL LIVED
Nicola Ferelith Williams	Sandstone	63	H	NICOLA FERELITH WILLIAMS NIKKI 11 TH JUN 1946 6 TH AUG 2021
Angiolina Christos	Karin grey Granite	29	G	ANGIOLINA CHRISTOS 1909 – 2012 A devoted Wife, Mother, Grandmother and Great Grandmother Loved by her family and friends A long life lived in faith. Rest in peace.
Tim Owen	Honed Slate	36	J	TIM OWEN 22 Apr 1964 22 Feb 2023 Forever in our hearts

Stonebridge Meadow Committee (SMC)

55th Meeting

Marlborough Town Council Offices

10am to 11am, Tuesday 2nd September 2025

Minutes

1. Welcome and apologies for absence

Attendees

Anna Forbes

Susannah O'Brien

Kelvyn Shantry (Chaired)

Richard Spencer-Williams

Nigel Weatherley

Martin Gibson (ARK rep in the absence of JP and ZC)

Apologies

Judy Pitts

Zoe Cliffe

KS welcomed everyone to the meeting.

2. Minutes Approval

Minutes of the last meeting 6th June 2025 were approved.

3. Matters Arising.

None.

4. Dog fouling and dogs on leads, including update from RSW on bylaws/fines

AF said there had not been an improvement so far with regard to a reduction in dog fouling. Lots of dogs off leads and out of sight of their owners, which means they cannot see where the dog has fouled or if the dog is harming/stressing wildlife. It was discussed this is also a problem elsewhere in the town. RSW spoke about Public Space Protection Orders (PSPOs). He had been in touch with the Dog Warden but as discussed before the Dog Warden covers a huge area. RSW could also call out to Parish Wardens.

Action: MTC to chase up.

RSW said MTC can make bylaws. RSW went through various acts. There are laws around birds, but this tended to be only for nesting season. In the meantime, the SMC wanted to follow up on a PSPO about fouling. RSW explained the police are the enforcers. A combination of the Wildlife & Countryside Act 1981 act could be used and PSPOs.

Action: RSW to look at the law and AF and RSW liaise with the police.

AF to put a notice of the notice board with a link to the legal reference.

AF had recently ordered new metal signs as discussed at the previous meeting, stating dogs are to be on a lead at all times in the meadow. The sign includes a graphic to make it clear at a glance what was required. MG did not like the signs; he did not think the messaging was clear.

Action: RSW to follow up with Wiltshire Council about a PSPO at Stonebridge and at Cooper's Meadow. MTC would specifically need to apply. It was recognised this would probably need to go through full Town Council first.

5. Hedging

NW said autumn height reduction of 3 out of the 4 sides of hedging is on Ryan's list for next week, along with topping the amenity area this week.

6. Tree Survey Update

The large Poplar branch over the permissive footpath has been removed by the tree surgeon and the invoice paid by MTC.

7. Mowing Update

NW reported it had been a slow growth year. AF shared the volunteers had maintained the path through the scrub area.

8. Wetland Update

The wetland is up together, with no actions required currently.

9. Conservation Grazing Update

The cattle have once again been popular with the public. ARK volunteers have checked on them every day. The SMC discussed if there was a need to additionally top the conservation grazing area. It was concluded from both an ecological and financial perspective this was not necessary. It had only been carried out last year due to the cattle having to return to the farm early.

10. Budget

AF had circulated an updated budget. ARK expenditure £2,547.80 and MTC £0.00. This will change as invoices get paid.

11. PR, Publicity and Events

MTC are holding their first Biodiversity Day event on Sat 6th September to join up the groups and organisations on this theme in the town. ARK will be attending.

ARK has a volunteer/community bulb planting, raking and hedge maintenance day coming up at the end of the month. Additionally, a local corporate volunteer afternoon with be helping with hedge maintenance. This is on the hedgerow that is parallel with the river.

ARK River Schools have continued into September at Stonebridge with an evening workshop of river exploration and watching and listening to bats for a local Cub group.

12. Any Other Business

MG commented the SMC were a great team.

13. Date of Next Meeting

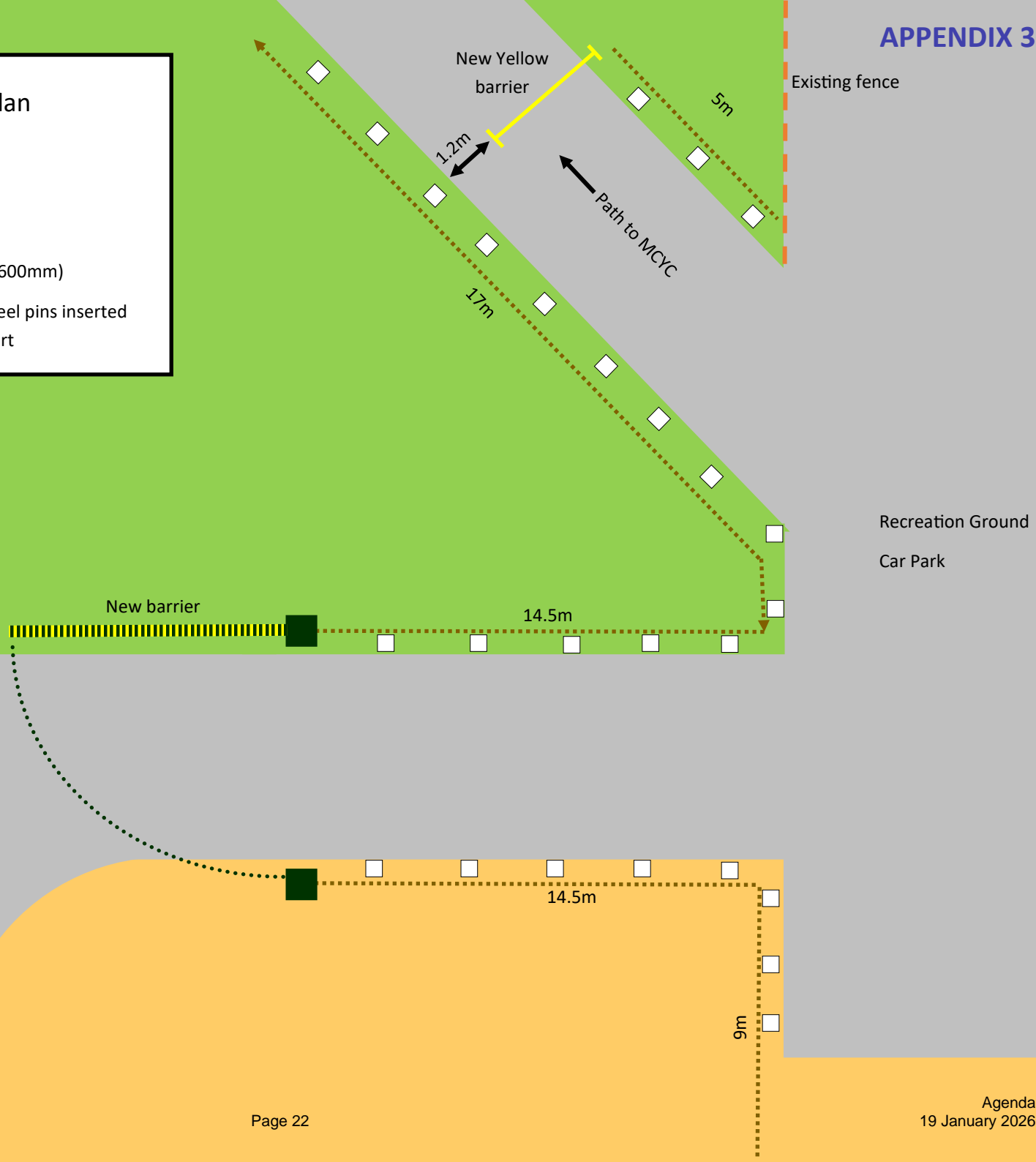
12th December 2025 10am – 11am at Council Offices.

AMENITIES AND OPEN SPACES MONTH 8

	Actual Year To Date	Current Annual Budg	Variance Annual Total	Funds Available	% Spent	NOTES
						OVER
						SAVING
						ON BUDGET
INCOME						
CEMETERY & ALLOTMENTS						NB Target 66.6%
1101 INCOME-CEMETERY	£14,129	£15,880	£1,751		89.0%	
1100 INCOME-ALLOTMENTS	£45	£750	£705		6.1%	
1102 INCOME-GOLF CLUB						
1103 INCOME OPEN SPACES	£2,955	£9,982	£7,027		29.6%	Invoices pending
1106 INCOME - SHOWMENS GUILD	£2,438	£2,438	£0		100.0%	
1111 INCOME - RUGBY CLUB						
EXPENDITURE						
CEMETERY & ALLOTMENTS						
4006 ST JOHNS TRUST	£250	£250	£0	£0	100.0%	
WORKSHOP						
4027 INTRUDER ALARM	£1,265	£2,174	£909	£909	58.2%	
4042 PERSONAL PROTECTIVE EQUIPMENT	£177	£1,000	£823	£823	17.7%	
4043 PICK-UP LEASE	£445	£600	£155	£155	74.1%	
4044 VEHICLE TAX/INS.	£1,035	£415	-620	-620	249.4%	Includes new vehicles
4045 VEHICLE PETROL/DERV	£4,890	£9,315	£4,425	£4,425	52.5%	
4047 WORKSHOP TOOLS ETC	£2,054	£3,000	£946	£946	68.5%	
4048 VEHICLE MAINTENANCE	£56,185	£12,420	-43,765	-43,765	452.4%	Includes new vehicles from general reserve at year end
4050 WORKSHOP MISC	£6,155	£6,200	£45	£45	99.3%	
4315 REFUSE COLLECTION	£3,428	£4,140	£712	£712	82.8%	
4320 MOWER	£1,792	£4,200	£2,408	£2,408	42.7%	
4323 MISTUBISHI LEASE	£1,506	£2,400	£894	£894	62.8%	
4332 WESSEX MOWER LEASE	£4,409	£7,000	£2,591	£2,591	63.0%	
4339 ISEKI TRACTOR LEASE 2023	£6,985	£10,000	£3,015	£3,015	69.9%	
OPEN SPACES						
4038 MAINTENANCE	£6,088	£9,000	£2,912	£2,912	67.6%	
4220 OPEN SPACES PLANTS	£5,031	£5,300	£269	£269	94.9%	Ordered for spring/summer
4223 PLAY EQUIP/MAINT/REPLACEMENT	£2,127	£3,500	£1,373	£1,373	60.8%	
4314 AOS PROJECTS	£12,303	£10,000	-2,303	-2,303	123.0%	Includes Common matting £9k
4318 TREE SURVEY & WORKS	£1,050	£17,500	£16,450	£16,450	6.0%	Works pending
4324 RTV/Husqvana	£2,624	£3,500	£876	£876	75.0%	
4325 STONEBRIDGE MEADOWS	£495	£1,000	£505	£505	49.5%	
4327 ISEKI TRACTOR TG6490	£2,991	£7,000	£4,009	£4,009	42.7%	
4330 MULTI PURPOSE MOWER	£1,092	£3,100	£2,008	£2,008	35.2%	
4331 FRONT LOADER/BACK HOE LEASE	£1,965	£3,200	£1,235	£1,235	61.4%	
4335 TREE PLANTING	£0	£1,000	£1,000	£1,000	0.0%	
4337 SKATE PARK LIGHTING	£0	£500	£500	£500	0.0%	
4401 NEW WORKSHOP	£82,049	£0	-82,049	-82,049	0.0%	
4402 ISEKI RIDE-ON MOWER	£3,275	£3,000	-275	-275	109.2%	
4403 KAWASAKI MULE 24	£3,576	£5,360	£1,784	£1,784	66.7%	
4404 TRAFFIC MANAGEMENT	£0	£1,500	£1,500	£1,500	0.0%	
4407 WALLS & FENCES	£10,574	£0	-10,574	-10,574	0.0%	Manton wall EMR transfer
Income	£39,606	£58,075	£18,469		68.2%	
Expenditure	£226,351	£138,074	-88,277	-88,277	163.9%	

Recreation Ground Defence Plan
(not to scale)

- Knee rail (height 600mm)
- Rail posts with steel pins inserted roughly 1.2m apart



To Workshop