

Marlborough Town Council



16th November 2021

To: Councillors serving on the Amenities and Open Spaces Committee – Councillors Noel Barrett-Morton, Lisa Farrell (Vice Chair), Donald Heath (Chairman), Vanessa Hillier, Andrew Ross, James Sheppard, Caroline Thomas, Jo Waltham and the Town Mayor, Councillor Mark Cooper

Dear Councillor

Amenities & Open Spaces Committee - RESCHEDULED

You are **summoned** to attend the next meeting of the **Amenities and Open Spaces Committee**, which will be held on **22nd November 2021** immediately following the **Extra-Ordinary Full Council meeting** and not before 7.30 pm.

Yours sincerely

Richard Spencer-Williams

Richard Spencer-Williams, PSLCC

Town Clerk

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

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

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

If members of the public wish to attend and ask a question they should also notify the Town Clerk of this by noon on the Friday prior to the meeting and provide their question in writing at the same time. Some members of the public may not be allowed to attend if all the allocated seats are taken.

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

PUBLIC QUESTION TIME

In accordance with Standing Order 3(f), members of the public may ask questions of the Amenities & 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 Chairman. 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
- Chairman's announcements**
3. **Minutes**
To approve and sign the minutes of the meeting held 31st August 2021
4. **Town Clerks Action Log**
To receive an update on the Town Clerk's Action Log
5. **Ground Managers Report**
To note the contents of a report by the Grounds Manager
6. **Town Signs**
To consider the proposal for new Town Signage as outlined in the Tourism Report
7. **Environment and Climate Protection Policy**
To consider the Council's Environment and Climate Protection Policy and how it can positively influence those services and activities that fall under the remit of the Amenities & Open Spaces Committee
8. **Wye House Gardens Play Area**
To consider the installation of new equipment at Wye House Gardens and associated budget requirements
9. **Development Workshops**
To consider the outcomes of the Development Planning workshops
10. **Ash Trees on the Common**
To note and agree the Grounds Manager's report for the management of the Ash trees on the Common
11. **Memorial Bench Request**
To consider the request for a memorial bench at Coopers Meadow
12. **Cemetery Report**
 - i) To note any Grants of Exclusive Rights of Burial issued
 - ii) To note any memorials and inscriptions approved
13. **Exclusion of Press and Public**
14. **Budget 2022-23**
To consider the Committee's budget requirements for 2022-23

To approve and sign the minutes of the meeting held 31st August 2021:

**MARLBOROUGH TOWN COUNCIL
AMENITIES AND OPEN SPACES COMMITTEE**

Minutes of a meeting of the **Amenities & Open Spaces Committee** which was held in **The Assembly Room, Marlborough Town Hall** on Tuesday, 31 August 2021 at 8.05 pm

PRESENT:	Councillor Donald Heath Councillor Mark Cooper Councillor Noel Barrett-Morton Councillor Lisa Farrell Councillor Vanessa Hillier	Chairman Town Mayor
ALSO PRESENT:	Richard Spencer-Williams Nigel Weatherly Dawn Whitehall Neil Goodwin	Town Clerk Grounds Manager Administrator Marlborough.News

PUBLIC QUESTION TIME

A handwritten question had been submitted and signed by sixteen people asking: "We residents and affected locals ask that the Priory Gardens gate be locked at the end of the day to help facilitate a more peaceful environment"

RESOLVED: that this request should be considered in detail by the A&OS Working Party, to make recommendations to the appropriate Committee

172/21 APOLOGIES

Apologies for absence were received from **Councillors Ross, Waltham and Thomas.**

173/21 DECLARATIONS

There were no declarations.

174/21 CHAIRMAN'S ANNOUNCEMENTS

Members would be pleased to hear a bench had been installed at Stonebridge Meadow and was already being well used.

Dog waste bins had been installed at the top of Cherry Orchard and were being well used and emptied regularly.

175/21 MINUTES

RESOLVED: that the minutes of the meeting held 21 June 2021 were approved as a true record and signed by the Chairman

176/21 TOWN CLERK'S ACTION LOG REPORT

Members noted the Town Clerk's report and that a productive meeting had taken place at Churchill Court concerning maintenance of trees along the riverbank.

177/21 GROUNDS MANAGER'S REPORT

Members noted the Grounds Manager's Report. The Grounds Manager answered questions relating to Marlborough in Bloom, the Salisbury Road Workshop, Wye House Gardens play equipment, tractors, and waste bins at Marlborough Cemetery. He agreed to provide an up-to-date inventory of equipment.

ACTION: Grounds Manager to provide an updated inventory list.

178/21

TREE PLANTING FOR QUEEN'S PLATINUM JUBILEE

Members considered a proposal for tree planting to commemorate HM Queen Elizabeth II's Platinum Jubilee on 2 June 2022. Whilst it would be good to plant a symbolic tree on the day, the Grounds Manager advised that this was not the best season to plant trees and perhaps a series of events could be planned. The **Town Mayor** confirmed that the tree planting would form part of a broader Jubilee celebration to be planned for the town.

RESOLVED: that the Grounds Manager was asked to draw up a proposal of locations and suitable trees to be planted for the Queen's Platinum Jubilee

ACTION for the Grounds Manager to draw up a proposal for suitable locations for planting trees to commemorate the Queens Platinum Jubilee

179/21

REQUEST FOR DOG WASTE BIN AT MANTON HOLLOW

Members considered a request from a member of the public for the installation of a dog waste bin at the junction of footpath MARL1 and Manton Hollow. The **Mayor** confirmed that this was a well-used path. If the Town Council went ahead it should make sure the bin was clearly branded as provided by Marlborough Town Council. The Grounds Manager was asked to investigate costs for consideration at a future meeting.

RESOLVED: that the request for a bin at MARL1/Manton Hollow is approved in principle subject to satisfactory costs

ACTION for the Grounds Manager to prepare a costing for the placement of a bin at MARL1/Manton Hollow

180/21

CEMETERIES

RESOLVED: (i) that issued grants of Exclusive Rights of Burial were noted

RESOLVED: (ii) that recently approved memorials and inscriptions were noted

181/21

MARLBOROUGH ALLOTMENT ASSOCIATION

Members noted the minutes of the Allotment Association meeting held 26 July 2021.

182/21

EXCLUSION OF PRESS AND PUBLIC

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

Mr Goodwin left the room

183/21

GROUND SERVICES WORKSHOP AND TOOLS

Following a break-in at the Salisbury Road workshop where hand tools had been stolen, security grates had been fitted and an insurance claim had been settled, leaving a deficit which could be covered by the Workshop Tools budget line. Replacement tools had been researched and, in line with the Town Council's declaration of a Climate Emergency and following visits to other Council that were using electric tools, replacements were proposed which would be battery powered rather than petrol powered with one exception.

RESOLVED: that the purchase of new tools was agreed

ACTION Town Clerk/Grounds Manager to purchase new tools

The meeting closed at 8.48 pm

A&OS working party to consider request re: Priory Gardens gate	A&OS Working Party	A&OS Committee	In Progress			A&OS Open Space Working Party agreed. OSWP work underway, TORs agreed to scope all open spaces and agree rationale for need and use. Next meeting 20.10.21.
Provide an updated inventory list	Grounds Manager	A&OS Committee	In Progress	31/08/2021	15/11/2021	
The Grounds Manager to draw up a proposal for suitable locations for planting trees to commemorate the Queens Platinum Jubilee	Grounds Manager	A&OS Committee	In Progress	31/08/2021	15/11/2021	Grounds, manager, Town Clerk and Chair of A&OS met 14.10.21 to discuss. Location at Common agreed for proposal. Pending FC Platinum Jubilee WP and MTC Plan to feed into.
Grounds Manager to prepare a costing for the placement of a bin at MARL1/Manton Hollow	Grounds Manager	A&OS Committee	Complete	31/08/2021	15/11/2021	Costing received 2.11.21. Verbal report at meeting can be given.
Town Clerk/Grounds Manager to purchase new tools	Town Clerk & Grounds Manager	A&OS Committee	Complete	31/08/2021		Electric tool purchased; awaiting battery pack, other tools delivered.

To note the contents of a report by the Grounds Manager:

MARLBOROUGH TOWN COUNCIL : GROUNDS MANAGERS REPORT NOVEMBER 2021

General

1. This has been a challenging summer season. With the workshop being broken into and nearly all of our two-stroke equipment being stolen followed by two major breakdowns on the tractors which are still in the workshop being repaired due to the delay in getting parts.
2. The grass has slowed down but not stopped completely so will need to do at least one more cut for this year.
3. The Mop fairs went ahead this year following the cancellation of last year's events due to covid.

The Town Council provide the traffic management for the two fairs, with signage and barriers and advanced road closure notices, which went very well.

Workload

4. Although we have had equipment and machinery issues, we have tried our best to make sure that we keep the standards up in our open spaces. There are a couple projects that we haven't been able to complete yet such as the annual cut of the Victorian century some levelling work on some of our football pitches which we will get done in the next 4-8 weeks.

Bedding displays

5. We have had a fantastic display of summer bedding this year which helped toward Marlborough being awarded gold in this year's Southwest in Bloom competition, winning the southwest tourist association trophy for best small town in the southwest.
6. We have started to remove the summer bedding from our planters. The compost will be refreshed by adding some additional compost with a mixture fish blood and bone meal. We will replant them with a mixture of Bellis/ Primrose /Polyanthus. Although these plants do not trail, they will give a splash of colour to our open spaces.

Play Areas and Pitches

7. The play areas are being well used around the town.
8. I have invited several companies to come and see the play area in Wye House Gardens as this area needs an upgrade. We are awaiting quotes.
9. The basket swing on Salisbury Road Recreation Ground was removed earlier this summer due to the safety surface below it being damaged. We have now received the replacement safety surface, and this will be re installed along with the basket swing in the next month.

10. The safety surface in Coopers' meadow has worn away beneath the basket swing this has been reported to the contractor as there is a five-year warranty on this tiger bark soft play surface, and they are due to carry out this repair later this month.
11. We have set out and marked 5 football pitches that will require weekly line marking and cutting as and when necessary. We need to repair one of the goal posts on the common which has become loose due to people singing on the cross bar

Machinery

12. As I said in my general summary this has been a challenging summer season. Although it has made our lives a challenge the result of the break in at the works shop has now given us the opportunity to look at our carbon footprint and see what changes we can make to help with climate change.
13. Most of the equipment that was stolen was two stroke engine machines. (Two stroke machines burn a mixture of petrol for the fuel mixed with oil to lubricate the piston in the engine) this meant noisy Smokey machines with a high level of Vibration magnitude which isn't good for the operators or the environment.
14. We have now purchased battery operated equipment to replace the strimmer's hedge cutters and blowers that were stolen.
15. Both tractors are still in for repair long delays have been due to difficulty getting the replacement parts. I would like to thank our local supplier who has kindly lent us a tractor to enable us to continue with the grass cutting on our larger open spaces for the last 8 weeks or more now.
16. Our current machinery will need servicing over the winter months in preparation for next season

Site Specific

Salisbury Road Recreation Ground

17. This area is well used recently we have had a few issues with graffiti on litter bins and play equipment and the skate park, which is almost in constant use unless it is wet. We are litter picking and emptying the bin three times a week in this area.
18. The surface for the 9 a side football pitch for Marlborough youth football is holding up well with the odd occasion where we have had to fill in holes due to a dog digging in the goal mouth

St Mary's Church

19. St Marys churchyard continues to be a popular meeting place for the young people of Marlborough. We check this area daily for any litter and to check the litter bins.

The Green

20. This area is very popular with all age groups. We are making the arrangements to get the Christmas tree installed for this year and the tree has been ordered.

War Memorials

21. These will cut and weeded around in preparation for the Armistice Day and Remembrance Sunday.

The Cemetery

22. The grass has slowed down now I am hoping that we will get the opportunity to get one last cut for this year. We have made a start the hedges cutting. Some of the hedges like the Yes hedge that runs along the front of the Victorian cemetery will have a light trim where other hedges such as the Laurel that grow that much quicker will have somewhat more of a reduction make them easier to maintain in the future.

Old Cemetery

23. The next scheduled work in this area is the remaining part of the annual cut which was delayed because we didn't have the equipment to carry out this work in August. We will continue with the hedge cutting, remove some more of the dead wood from the Yew hedge at the rear of the cemetery to encourage the new shoots to develop, and clear the few remaining brambles where they are growing through the hedge line.

The Priory

24. The priory continues to be well used. We have had a couple of problems with slight damage to some of the plants in the priory garden caused by being struck by a football and sometimes when randomly someone has decided to pull plants out. We are now starting to keep a record of any damage.
25. We do regular maintenance visits to keep the weeds under control, daily litter picks and bin checked. The grass will be cut one more time this year and the leaves will be collected and composted.

Coopers Meadow

26. The play equipment continues to be highly popular in the meadow. We have had a couple reports of damage to the picnic benches boards being removed and graffiti on the benches. The picnic benches in the new year will be repaired in the new year.
27. The stock fencing around the meadow needs replacing. Most of the posts are rotten which is understandable seeing as coopers meadow is a water meadow. I will be arranging quotes for a replacement fence.

The Common

28. The common has been well used all year by dog walkers. Marlborough rugby club have started playing again this season after the covid lockdown. Marlborough Park run are back on the common holding the weekly 5 kilometre run every Saturday. Marlborough youth football using the common for training and playing games.

Manton - Jubilee field

29. The grass will be cut one more time this year and the hedges need cutting over the winter months. The new play equipment is highly popular with the local children.

Wye House Gardens

30. The garden at Wye House continue to improve each year. Again, this year we will continue to lift dividing more of the herbaceous plants to fill in any gaps. Regular checks for litter general condition of plants will continue throughout the winter months. I have invited play companies to come and see the play area in Wye house gardens as this area needs an upgrade. I am waiting for quotes.

Elcot Rec

31. This area is used by dog walkers and for sporting events. Weekly checks for litter and site checked weekly for any problems. The fence line along the side of the allotments site will require some re- staining work this will be done over the winter months.

Stonebridge Meadow

32. The meadow is another of our open spaces that gets very well used. There has been an increase in graffiti along the Stonebridge Lane wall. The new bench which was installed earlier this summer seems to be a popular resting place for users of the meadow. Regular checks for litter and twice weekly litter bin checks, and Footpath 45 has been cut.

Nigel Weatherly – Grounds Manager

To consider the proposal for new Town Signage as outlined in the Tourism Report.

Update on Town Signage

Summary – This report asks members to note a proposal for actions to improve the town’s signage - placing particular focus on the needs of the first time/ infrequent visitor – with the aim being to achieve the right balance in promoting the town’s heritage, services, and businesses

Background

1. A signage and wayfinding review of Marlborough was undertaken in early 2020 by People and Places Insight Limited (P&PI Ltd) – an organization with a reputation for striving to improve the performance of localities, particularly small and medium sized towns through a series of well used Town Centre solutions.
2. On a ‘journey’ through the town, starting at George Lane Car Park, the P&PI Ltd inspected existing signage including finger posts, town centre maps and street furniture. They also considered entrances at the five main approach routes into Marlborough.
3. Key finding from the review were the:
 - Need to avoid excessive, muddling signage
 - Need to determine who exactly the signage is for – too often signs in towns indicate civic buildings and local services which are of most value to residents who already know how to find them – and add/amend accordingly
 - Need to ensure the signage is clearly visible, readable and in character with its surroundings
4. Recommendations in the report were that MTC and stakeholders undertake a comprehensive review of the whole town. The following was suggested:
 - Identify SIX key locations for finger posts (currently there are 11)
 - Consider dividing the town into “quarters” for specific promotion
 - Adopt a consistent style of signage – in font, sentence case, size, and justified text
 - Deploy Town Centre maps in the public car parks and other strategic points
 - Identify a natural entrance point into the town with a Welcome to Marlborough sign to offer a sense of place
 - Consider replacing outdated blue Marlborough Borough signs with Historic Market Town signs that could include references to the major attractions e.g. The Merchant’s House, St Peter’s Church

Current work / actions

5. Covid and a busy schedule meant work on signage was never going to begin until Autumn 2021. However, a plan of action for the above recommendations is in place and shortly to progress as outlined below:
 - **Initial identification**
All existing Marlborough Town Centre signage to be plotted clearly on a blank map
 - **Amends and additions**
All key locations where useful signage does not exist or needs amending to be plotted on same map
 - **Appearance**
Photos and notes to be taken on basic maintenance, differing fonts and sizes
 - **Key Locations, Dividing the town into “Quarters” and approach route signs**
Suggestions on how all these ideas might work to be researched and set out ready for discussion
 - **Comparative study with neighboring towns**
A brief look at the situation in other towns such as Calne and Hungerford to use as a comparison

Financial implications

6. Any quotes will not be sought until plans are more developed and agreed by the Council.

Recommendations

7. It is recommended that Members note this proposal and provide any useful feedback.

NOTE – Signs for the Community Orchard are being dealt with as a separate matter

**Tourism Officer
3 November 2021**

To consider the Council’s Environment and Climate Protection Policy and how it can positively influence those services and activities that fall under the remit of the Finance and Policy Committee.

Please see appendix 1 for policy.

To consider the installation of new equipment at Wye House Gardens and associated budget requirements.

1. Wye House Gardens play area is in need of replacing. It is viewed by the Grounds Manager as the next priority area for upgrading.
- 2.



3. Local residents have also expressed their concern at the state of repair, particularly as it is aimed at younger children, and made contact with Cllr Waltham as a result. At the time there was some interest in the immediate community to support or help inform any investment in the site.

4. Remedial works were conducted by the Grounds team in June.



5. Several companies have been approached for quotes but they have not been forthcoming in replying. The Grounds Manager will continue to obtain further figures. However, based on what we have had back an indicative budget need to realise this project would be in the region of £50,000 for both equipment and surfacing.
6. In anticipation of the budget setting for 2022-23 (ITEM 15) the Committee are asked to consider this matter and instruct the Town Clerk accordingly.

To consider the outcomes of the Development Planning workshops.

- I. There were three in-house Council workshops on the 14th, 21st and the 15th of September, from which there were a number of outcomes that could be adopted by the Council and its Committees to inform the development plan for the next Council term, as follows:
- **Climate Emergency** – this was seen as overarching, and integral to all Council services and activities, with MTC being proactive and leading by example
 - **Town ‘Centre’ Plan** – and having a well thought through plan could influence key other stakeholders and partners towards a shared vision
 - **Maximising Marlborough’s assets** – including capitalising on the open spaces, river, and venues
 - **Traffic Plan** – and how a well thought through plan could influence key other stakeholders and partners towards a shared vision
 - **Ensuring the Marlborough Area Neighborhood Plan**
 - **Civic services and program** – as an inherent given of the Councils offer and part of the Towns ‘brand’
 - **Eco -Tourism** – seen to offer opportunities in support of other aspirations
 - **Youth, Community, and Business engagement** – with models of approach, strategy, and resourcing
 - **Cultural Development and Events** – seen as key to ensure shared experiences for community cohesion, and being forward thinking in terms of bringing back events
 - **Influence and Enabling** – how the Council can use its position effectively in support of other goals
 - **Affordable rented accommodation** – are there more opportunities to increase Council stock, plus other models to do this?
 - **Heritage** – linked to tourism, and cultural development/events/ Civic?
 - **Partnerships** – linked to the Council adopting a proactive enabling role, and seeking to maximise opportunities for Marlborough
 - **Devolution of Services (inc. possibly High St Market)** – what may be taken on from WC, and the need to ensure this is supported by sufficient resource
 - **The Common** – management and utilisation
 - **Business and employment development (BID)** – is there scope to create opportunities for small businesses, a ‘business hub’, young people?
 - **Maintain the existing** – not ‘blank canvas’ – need to ensure we maintain what MTC currently has
 - **Resourcing and Finance** – all aspirations should be supported realistically, and also could look at creative ways to draw in resources to enable developments in a managed way (e.g., 1/2/5/10 yrs.)
 - **Evidence Based** – needed to support new initiatives going forward – reference to WC’s Joint Strategic Assessment.

II. The Committee is asked to consider:

- which of these it may consider relevant to its remit, and from these which if any it should adopt as thematic aims that could feature in a 2021-2025 Council Development Plan?
- to preliminarily identify the financial implications of any broad aims the Committee considers for adoption, with a view to informing the 2022/23 budget and precept setting.

III. Members are asked to instruct the Town Clerk accordingly.

To note and agree the Grounds Manager's report for the management of the Ash trees on the Common.

Summary to consider the impact and scope of tree works on the Common due to Ash die back

1. **Background**

Over the last few years Ash Die back (*Hymenoscyphus Fraxinus*) has been slowly affecting the Ash trees around Marlborough.

2. **What is Ash Dieback?**

Ash dieback (*Hymenoscyphus fraxineus*) is a fungus which originated in Asia. It doesn't cause much damage on its native hosts of the Manchurian ash (*Fraxinus mandshurica*) and the Chinese ash (*Fraxinus chinensis*) in its native range. However, its introduction to Europe about 30 years ago has devastated the European ash (*Fraxinus excelsior*) because our native ash species did not evolve with the fungus, and this means it has no natural defence against it. This fungal disease that is sweeping its way across the country will kill approximately 80% of the ash trees across the UK. Ash dieback can affect Ash trees of all ages, whilst younger trees succumb to the disease quicker, in general, all affected trees will have these Symptoms.

3. **What does ash die back look like?**

Symptoms are:

- Leaves develop dark patches in the summer
- They then wilt and discolour to black leaves might shed early
- Die back of the shoots and leaves is visual in the summer
- Lesions develop where branches meet the trunk
- These are often diamond shape and dark brown
- The inner bark looks brownish grey under the lesion

4. **What happens to the tree?**

The fungus overwinters in leaf litter on the ground, particularly on ash leaf stalks. It produces small white fruiting bodies between July and October which release spores into the surrounding atmosphere. These spores can blow tens of miles away. They land on leaves, stick to, and then penetrate the leaf and beyond. The fungus then grows inside the tree, eventually blocking its water transport systems, causing it to die. The tree can fight back, but year-on-year infections will eventually kill it.

5. **The Common**

There are in the region of 16 Ash trees on the Common that are close to the road that the Ground Manager is concerned. He has spoken to one of our local tree surgeons who has advised that we take some course of action.

6. **Recommendation from tree surgeon**

To fell or pollard various Ash trees on The Common depending on size and condition. The tree surgeons preference is to Pollarding Ash Trees at approximately 20ft, as it gives them a chance to regenerate (approximately 60% of Ash might succumb to Ash die back and any that might survive would be beneficial) or if they die, they have potential as valuable wildlife habitats for several years. This favours (conservation over aesthetics). Felling of trees would be at ground level.

7. **Legal Implications**

It may be necessary to apply for a felling licence for this work, depending on the extend of the tree work needed.

8. **Other considerations**

The needs to be done in the Summer when the ground is hard enough for our cherry picker. Roadside trees will need signage and management.

9. **Indicative costs - per tree**

- a. Felling 'smaller' trees at ground level, leaving cordwood (unprocessed) circa £800.
- b. Pollarding smaller trees/ (approximately 20ft) and leaving cordwood unprocessed circa £600.
- c. Felling 'larger trees' at ground level and leaving cordwood unprocessed circa £1300
- d. Pollarding 'larger trees' at approximately 20ft and leaving cordwood unprocessed circa £900

Larger trees approximately would be considered as such when they are approximately 2ft 3ft at the base).

The cost for to dispose of the cordwood would add 15% to each part of the quote and should be allowed for if the site is to be cleared of piles of wood.

Flexibility in the estimated number of trees, there might be more or less than the sixteen mentioned.

10. **Financial Implications**

There is currently a budget of £15,000 for tree survey and works, with a commitment to remove an unsafe Yew tree at Salisbury Recreation Ground (circa 1k). Some funds should be kept aside over the winter for possible wind damage, and a small amount towards tree surgery works needed elsewhere e.g., Churchill Court, play areas.

11. **Grounds Manager Recommendation**

The begin a programme of tree works on the Ash Trees at Frees Avenue, based on the risk assessment of the tree surgeon, and led where possible and safe by the Committees preference for pollarding or felling.

12. Members are asked to consider this matter, including their preference for 'felling' or 'pollarding' and instruct the Town Clerk accordingly.

ITEM 12**REQUEST FOR MEMORIAL BENCH****To consider the request for a memorial bench at Coopers meadow**

1. There has been a request to place a memorial bench at Coopers Meadow. The request is by a Mr Sheridan, to remember his mother and father.
2. The Grounds Manager has confirmed it is a suitable location, although a concrete base would need creating due to the ground moisture in the vicinity.
3. The Committee are asked to consider the matter and instruct the Town Clerk accordingly.

ITEM 13**CEMETERY**

- i) To note any Grants of Exclusive Rights of Burial issued
- ii) To note any memorials and inscriptions approved

CEMETERY INFORMATION 01.09.21 – 15.11.21**Exclusive Right of Burial/Notice of Interment/Purchase**

Name of deceased	Grave No	Cemetery Section	Type of burial
Mrs Vinney Harris	11	JCR	Cremation
Ms Nicola Williams	63	H	Burial
Mr Eric Brown	106	G	Re – open Burial
Mrs Gwendoline May Wells	79	FCR	Cremation

Memorials, Inscriptions and Additional Inscriptions**Memorial Applications**

Name of deceased	Stone	Grave No	Section	Inscription to read:
Simon Everleigh	Added inscription	280	D	Simon Everleigh 22 nd August 1946 29 th January 2021
Tracey Jane Howell	Sea Grey Granite	186	FFCR	In Loving Memory of Tracey Jane Howell 10.05.1972 – 01.10.2020 Loving Daughter, Sister and Auntie Very Sadly Missed Forever in our Hearts.
Vinnie Elizabeth Ethel Harris	Sea Grey Granite	11	JCR	Remembered with Love Vinnie Elizabeth Ethel Harris 30 th June 1926 – 5 th June 2021
Brian Sawyer	Stirling Grey Granite	27	G	In Loving Memory of Brian Sawyer 20.09.1938-24.05.2021 (Image of Black Cat engraved)

Gwendoline Wells	Added inscription	79	G	In Loving Memory of GWENDOLINE WELLS 1932 -2021 A Dear Wife, Mum, Nan & Great Nan. Reunited at Last
Jeremy Witts	Sea Grey Granite	58	H	In Loving Memory of JEREMY JOHN WITTS 18 th June 1950 to 3 rd June 2020 Air Commodore RAF DSO He "topped the wind-swept heights with easy grace"
Replacement Memorial Applications Name		Grave No		Cemetery Section
Patrick Chandler		194		D

ITEM 14

EXCLUSION OF PRESS AND PUBLIC

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

ITEM 15

BUDGET 2022-23

To consider the Committee's budget requirements for 2022-23.

See separate Report

Marlborough Town Council



Environment and Climate Protection Policy Statement

Author: Town Clerk

Adopted: 28.6.21

Review Date: June 2024

Policy Statement

1. *Marlborough Town Council is committed to protecting the health and wellbeing of our local environment and beyond.*
2. *Marlborough Town Council acknowledges that non-recyclable single use plastics (SUPs) are a threat to our wildlife and environment on a local, national, and global scale.*
3. *Marlborough Town Council further acknowledges the effect of global warming and global climate emergency, which has been declared by the UK Government and by Wiltshire Council.*
4. *Marlborough Town Council recognises its obligation to take such steps as are necessary and practicable, to limit any detrimental impact its services and activities has on the immediate local and wider environment and on the global climate.*
5. *The Council, committees, and staff will proactively exercise its collective knowledge and awareness to ensure an informed approach to its considerations in respect of all Council responsibilities, commissions and purchases, contractual agreements, engagement of services, projects, events, and practices, with the overall aim to reduce its environmental impact and achieve carbon neutrality in line with Government policy.*
6. *The Council aims to ensure its staff and councillors develop its awareness and knowledge of the 'Climate Emergency' and mitigating factors through the acquisition of information and skills to limit its impact on the environment and climate.*
7. *Marlborough Town Council commits to a comprehensive appraisal of its current operations to assess and understand its environmental impact, and to outline its areas for improvement and subsequent actions; and will ensure the necessary resources are prioritized to ensure this happens at the start of a Council term and every subsequent year thereafter, to ensure that the Council is able to perform all its duties as required by environmental legislation.*
8. *The Council is also committed to supporting and encouraging residents and community groups, to take such actions as are necessary and practicable, to limit their detrimental impact on the environment and the global climate. In order to do this, the Council is committed to consulting with residents, to better understand how it can support in this work.*

This policy will be reviewed every three years, or as needed, by the Finance and Policy Committee, in conjunction with the Town Clerk