

# 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**

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<b>PRESENT</b>	Councillor Mark Cooper	Chair
	Councillor Emily Trow	Town Mayor ( <i>ex officio</i> )
	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
<b>ALSO PRESENT</b>	Councillor Nicholas Awbery	Observing
	One member of the public	

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### **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

Signed: ..... Date: .....  
Chair