

Marlborough Town Council



Amenities and Open Spaces Committee

Minutes of a meeting of the Amenities & Open Spaces Committee held Monday,
19 January 2026 in the Council Chamber, Marlborough Town Hall at 7pm

PRESENT	Councillor Mark Cooper	Chair
	Councillor Emily Trow	Town Mayor (<i>ex officio</i>)
	Councillor Lisa Farrell	Vice Chair
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Caroline Sadler	
	Councillor Caroline Wrench	
	Richard Spencer-Williams	Town Clerk
	Nigel Weatherly	Grounds Manager
	Dawn Whitehall	Corporate Services Officer

PUBLIC QUESTION TIME

There were no members of the public present.

337/25 APOLOGIES

Apologies for absence were received from **Councillors Luson** and **Morgan**.

338/25 DECLARATIONS

Councillor Cooper – item 11 (allotments) – non-pecuniary.

339/25 CHAIR'S ANNOUNCEMENTS

The new vehicles for the Grounds team were now in use: the Chair thanked colleagues on the Finance & Policy Committee for approving the expenditure.

340/25 MINUTES

RESOLVED: that the minutes of the meeting held 13 October 2025 were approved as a true record and signed by the Chair

341/25 ACTION LOG

Members noted the updated action log. The Town Clerk provided an update on benches at College Fields and Barton Park, where a licence had been agreed for a further two benches for the residents' association. The Town Council was assisting with creating footings, but the residents would look after the benches.

342/25 STONEBRIDGE MEADOW

Members noted the minutes of the Stonebridge Meadow Management Committee held 2 September 2025 and received a verbal report from **Councillors Shantry and O'Brien** of the most recent meeting held 12 December:

- Topics of discussion had been dog fouling, mowing of the amenity area, mown paths and wildflowers
- All work was within budget (Action for the River Kennet (ARK)) had spent just under £3,000 and Marlborough Town Council £500 year to date
- Tree surveys take place every 3 years, and the next one was due in 2027
- The wooden boardwalk on the St Johns Trust land of the Wild River Reserve (on the north bank of the river, not in Stonebridge Meadow) had reached the end of its life. A Crowdfunding campaign was under way to raise money to replace it with recycled plastic material to match that already in place in the meadow
- The annual public review meeting would take place in early March

Members discussed the increased mown amenity space and picnic bench, noting that the risk of additional litter or anti-social behaviour had not transpired. The **Chair** felt there was now a better balance between conservation area and amenity space. There had been some antisocial behaviour last summer resulting in damage at the Poulton Bridge part of the Meadow, which had been reported to the police.

343/25 GROUNDS MANAGER'S REPORT

Members noted the Grounds Manager's report.

344/25 TREE REPORT

Members noted planned works to trees and their priority order, and tree works that had been completed.

345/25 CEMETERY EXTENSION

Members noted the Town Clerk's update report on the consultation plan regarding proposals to extend the Cemetery onto Marlborough Common and swap the land for a larger, new piece of common land adjacent to the play area at Hawthorn Meadow. Discussion points included:

- A landscape sign-off meeting between GreenSquare Accord, Wiltshire Council and the Town Council for the play area had been set for 6 February, postponed from 6 January as poor weather had prevented work to complete the site taking place.
- The land handover to the Town Council would be dependent upon all works being completed and the necessary signoffs. The play area handover was not linked to the consultation dates. The consultation was purely about the status of 'common land'.
- Communications about the Cemetery consultation would begin in February. There would be opportunities for members of the public to ask questions at a

Town Council meeting on 23 March and on-site at both parcels of land on 28 March, with the vote on 16 April.

- The communications plan was not dependent upon the sign-off for the Hawthorn Meadow play area being agreed.
- Whether Councillors could help support the on-site consultation event on 28 March.

346/25 VICTORIAN CEMETERY AND ARBORETUM

Councillor Sadler gave a verbal update report following the most recent meeting with the Friends Group held on 31 October, where discussion points included:

- The open day in August had gone well and members were keen to repeat it, acknowledging the great support received from Town Council officers
- An action plan for the cemetery including items added by the Grounds Manager
- Recognition that expert guidance would be needed to ensure the correct positioning of bat boxes
- As the Treasurer had not been present members had not been able to progress the Charitable Incorporated Organisation status

The next meeting was scheduled for 6 February.

347/25 ALLOTMENTS

Members noted the Town Clerk's report and that there had been no meetings since the last A&OS Committee meeting. A meeting with Elcot Lane and St John's Close allotmenters was scheduled for 3 March and Stonebridge Lane allotmenters on 17 March.

348/25 BUDGET REPORT

Members noted the Committee budget report for month 8. The Town Clerk answered questions about the difference between actual and budget spend, explaining that the higher current spend was due to the purchase of the new vehicles. Money had been transferred from general reserves to fund this, and the Finance & Policy Committee has oversight of and monitors the overall budget to ensure general reserves remain within the guidance amount.

349/25 VEHICLE ACCESS MANAGEMENT

Members noted the Town Clerk's report and considered proposals to create vehicle barriers at the Salisbury Road entrance to the Recreation Ground and the footpath adjacent to the Cemetery at Marlborough Common. Discussion points included:

- The **Town Clerk** was currently in discussion with Wiltshire Council about a proposed barrier to prevent vehicle access to the path through the Recreation Ground, linking St Margaret's Mead to Salisbury Road. Advice from a Highways Engineer indicated this may require a Traffic Regulation Order, and discussions would continue to find a way forward.
- It was noted that quad vehicles were using the path as well as driving on the grass, often with no lights at night.

- Examples were given of similar successful schemes in public parks in Cambridge.

RESOLVED: that subject to agreement by Wiltshire Council Highways the proposed plans for vehicle access barriers at Salisbury Road Recreation Ground and Marlborough Common are approved

350/25 REQUEST FROM MINAL PARISH COUNCIL

Members considered a request from Mildenhall (Minal) Parish Council to extend the Town Council’s litter bin collection service to include four bins adjacent to footpaths in Minal Parish. Discussion points included:

- Whether the Grounds team had the capacity to take on this work
- That Minal appeared to be getting a good deal with the current contract at £58 per month. The Grounds Manager had estimated an internal cost to the Town Council of £93 per month
- Whether more bins, or bigger bins, would help
- Whether there were suitable locations to add more bins near paths MILD 25 and 21 within the Marlborough parish boundary
- Whether Sustrans had the capacity to place bins on the old railway path
- Whether the Grounds Manager could meet with the Clerk and/or Chair of Minal to offer practical advice and solutions
- Whether agreeing to provide this service would set a precedent for other neighbouring parishes, and how the Town Council would manage that situation

RESOLVED: that due to demand on staff time the Town Council regrets it is unable to meet the request, and to advise Minal Parish Council about the realistic costs and offer further advice

351/25 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 7.58 pm

Signed:
Chair

Date: