

Marston Parish Village Meeting

Tuesday 27th May 2025

Marston Chapel, 7pm

Meeting Minutes

Present: Mark Cherrington (Chair), Jonathan Nickel, Jon Robbins, Charlie Milton, Steve Bennet, Phillip Bellew, Dawn Whiting (minutes), Fiona Cassidy (Website admin) and a further 8 villagers.

Agenda Item No	Agenda Item	Notes
	Apologies	None received
	Declarations of Interest	None Declared
	Delegation of meeting Chair	Mark Cherrington Chair of Marston Parish Council agreed to Chair the meeting. The purpose of the meeting was to discuss/raise matters for the Parish Council to take forwards over the next 12 months.
1	Marston Green Maintenance	No Mow May 2025 – The common land will not be mowed during May 2025. Considerations to mow recommendations for 2026 to be explored and could include a resident's survey.
2	Right of Way	The issues/breach to the right of the Leat, behind Croft Farm continue. The Parish Council will continue to work with Wiltshire Council to establish a long-term fix. Horses and pedestrians are currently unable to pass due to the breach. TR to request a comprehensive overview of the breach situation with actions to date and future planned actions. Overview to be published in The Bridge. Meeting arranged with EA, MPC, WC & TR for 6/6/25. Situation has been submitted to barrister for legal position of stakeholders. CM will report back at next MPC meeting
3	Highways	Flooding at Norney Bridge. A suggestion was made to explore raising the level of the road prior to the Bridge. Marston Parish Council to take this forward. N.B. Marston is on the Bulkington Flood Plan which is managed by the Environment Agency.
4	Solar Community Fund administration	A summary document and application forms to be added to the Marston Parish Council website. Current fund balance is £37,465.00
5	AOB	Positive feedback voiced regarding the migration to electronic communications. Positive feedback voiced regarding The Bridge magazine. Accompanied Horse signage - This was submitted ahead of the meeting and is on the agenda for the Parish Council meeting 27/5/25. The Parish Council owns a marquee with flooring, generator and trailer. The future of this asset to be added to the next Parish Council meeting.

Marston Parish Council Monday 28th May 2025

Marston Chapel, following the Village Meeting, Approx start time 7:30pm

Meeting Minutes

Present: Mark Cherrington (Chair), Jonathan Nickel, Jon Robbins, Charlie Milton, Phillip Bellow, Steve Bennet (Clerk), Dawn Whiting (minute taker), Fiona Cassidy (website admin)

Agenda Item No	Agenda Item	Notes
1	Apologies	Dave Hansford, Lambert and Susan Corfe
2	Declarations of Interest	None Declared. SB will ensure all councillors disclosable interests are registered with Wiltshire Council following the formation of the new Marston Parish Council wef May 2025.
3	Election of Chair and agreement of other positions within the Council	MC will continue as Marston Parish Council Chair SB will continue as Parish Clerk JN will continue as Finance lead All 3 appointments were proposed by JR and seconded by JN
4	Explanation of new communication system	DW gave a verbal overview of the Parish Councils use of Mailchimp to communicate updates, etc with villagers. Personal Data for those who sign up to Mailchimp is held by Mailchimp. The Parish Council does not hold any responsibility for that data. Members of the council and public are asked to “Spread the word” and encourage sign up to receive the parish council updates. QR codes have been placed in the 2 notice boards and will be included in the next 2 The Bridge publications. DW to send SB a list of those that have signed up. SB to make contact with households that haven’t signed up to offer support to do so. Analogue phone lines – Previous advice has been superseded and wef analogue landlines will cease by December 25. Free mobile handsets for disabled and vulnerable residents will be available from BT. Information bulletin regarding this to be issued.
5	Approval of minutes of previous meeting	Minutes were approved as accurate – Proposed CM, Seconded JR.
6	Matters arising from the minutes of the	Action Tracker Updated accordingly

	previous meeting	
7	Items for Discussion	<p>i. Marston Green Maintenance As per Action Tracker – ID Verde appointed to carry out minimum of 4 cuts in 2025. FC to research recommendations for mowing for 2026 and research possibility of a wildflower area. Could include a village survey.</p> <p>ii. Rights of Way Jubilee footpath way signage to be erected in front of the u bar next to the path alongside the entrance to Croft Farm. Location identified as suitable as does not negatively impact any residents or footpath users. CM and SB to action installation.</p> <p>iii. Highways Discussion took place regarding the potential possibility of raising the level of the road Marston side of Norney Bridge to prevent future flooding and maintain access to/from the village during the winter months. TR advised representative from the council will need to attend the Operational Flood Working Group. The next meeting is set for 29th May 2025 – CM to attend, with support from TR. TR to share meeting invite and contact details with CM.</p> <p>Accompanied Horse Rider signage request received from Mr Webb-Lovey was discussed. All agreed that signage would be a positive addition. TR advised this should be raised via the Local Highways and Footpath Improvement Group (LHFIG). TR will share contact and meeting details once set. Application form to be downloaded from WC website, completed and submitted – MC.</p> <p>Issue of unclear road markings causing drivers to drive on the grass verges was raised – This should also be submitted to LHFIG via an application form – PB and MC to action</p> <p>Faded white road markings were raised – TR advised this should be logged on the My Wilts app as this is maintenance of existing road markings – SB to action</p> <p>Howards recently carried out work using 150 tonnes of scalping's to fill some of the potholes on Long Street.</p> <p>iv. Solar Community Fund administration An application from St Andrews with Marston (Marston Chapel) has been received requesting £5000 towards £25,000 improvements to the Chapel. A discussion took place resulting in an action to obtain more detail of the proposed work. JN to contact the applicant, obtain more info and invite them to a future meeting.</p> <p>Christchurch have contacted the MPC Clerk to discuss the possibility of submitting an application to the Solar Fund to support the wall repairs in Worton – SB to send an application form.</p> <p>v. Planning Applications</p>

		<p>Planning application PL/2025/04325 was discussed. PB gave a summary of the application. PB gave a few suggestions on areas the applicant should review/clarify detail.</p> <p>The Parish Council have no objections and no comment on the application. PB to confirm this on the WC planning website.</p>
8	Finance	<p>Parish Account balance £17,892.13 (wef 27/5/25)</p> <p>Solar Fund balance £37,465.87 (wef 27/5/25)</p>
9	Correspondence received	<p>Letter from Mr Murphy re tree cutting on riverbank at Norney Bridge. Discussion took place. SB to meet with Mr Cash re historic letter from MPC regarding landownership of the triangle of land next to his garden, including the river bank.</p> <p>MC to research ownership of land.</p> <p>Horse Rider safety signs correspondence - discussed and actions set under item 7 iii.</p> <p>Letter from Mr Packer relating to Common Land Trust. Overview and history of Common Land Trust was given. Discussion took place. MPC agreed to add this item to a future agenda, following the compiling of an options appraisal to include the 2 most likely options of separate Trust and MPC, continuation of joint Trust and MPC. SB to action.</p>
10	Closure of the Meeting	MC closed the meeting
11	AOB	<p>TR thanked those that voted for her to remain in post as elected member for Devizes and Rural West. TR also thanked the new and outgoing MPC councillors for their commitment to Marston.</p> <p>SB and JR thanked Howards & Sons for their support over many years.</p> <p>FC enquired whether the MPC website platform could be re-commissioned. JN informed that the platform has been commissioned until 2028. JN and FC to discuss possibility of changing platform and/or requesting a refund of fees paid.</p> <p>DW highlighted an outstanding action to draft a Traveller Procedure/policy, from the January Common Land Meeting. SB agreed to action this.</p> <p>DW asked for suggestions/recommendations to utilise AI for minute-taking in the future. Those present were requested to contact DW with any info.</p>

Outstanding Actions

Item No	Action	Responsible Person	Update	RAG rating	
4/ii/101224	Further horticultural advice to be sought re planting a permanent "Christmas" tree on the common.	JN	Update 24/2/25 – JN to obtain quotes for a red oak 27/5/25 - None	Pending	

			available atm. Action carried forward.		
5/b/iv/101224	Cheque to be raised for £500 to Christ Church towards the notice charge.	JN/SB	Update 24/2/25 - JN/SB have been waiting for response from ChristChurch. This has now been received and a cheque will be raised. 27/5/25 - Awaiting email from Christchurch to confirm the notice has been paid, before cheque can be released.	Pending	
Items raised at Village meeting 27/5/25	<p>1 Recommendations for Common Land maintenance to be explored - could include a residents survey.</p> <p>2 The breach behind Croft Farm to remain a priority for MPC to address to secure a long-term fix</p> <p>3 Flooding at Norney Bridge to be a priority for MPC</p> <p>4 Solar fund summary and paperwork to be added to the MPC</p>	MPC	<p>1 Discussed and actioned 27/5/25</p> <p>2 Discussed and actioned 27/5/25</p> <p>3 Discussed and actioned 27/5/25</p> <p>4 Discussed and actioned 27/5/25</p> <p>5 to be added to next MPC meeting agenda</p>	Pending	

	<p>website.</p> <p>5 Future of MPC marquee, generator and trailer to be decided, hire out, use, sell.</p>				
2/270525	Councillors' disclosable interests to be registered with WC	SB			
4/270525	List of members to be exported from Mailchimp	DW		Pending	
4/270525	Contact to be made with those households not signed up	SB			
4/270525	Info re termination of analogue land lines and the availability of free mobiles for disabled and vulnerable residents to be issued	SB/DW			
6/270525	Recommendations for future mowing of the Common Land to be explored. Could include a village survey.	FC	FC to also look into having a wild flower area (previously Action 4/i/101224)		
7/ii/270525	Jubilee Footpath sign to be installed	SB & CM		Pending	
7/iii/270525	CM to attend Operational Flood Working Group meeting on 29/5/25 at 10:00, to champion action to address the flood issues in Marston, particularly the flooding at	CM/TR		Pending	

	Norney Bridge. TR to share meeting invite and contact details. TR to support and champion Marston action				
7/iii/270525	TR to share LHFIG contact and meeting details once set. Application form to be downloaded from WC website, completed and submitted re Accompanied horse rider signage – MC.	MC			
7/iii/270525	Issue of unclear road markings causing drivers to drive on the grass verges to be submitted to LHFIG via an application form	PB/MC			
7/iii/270525	Faded white road markings to be logged on the My Wilts app	SB			
7/iv/270525	More info to be obtained in relation to proposed improvements to the Chapel. Applicant to be invited to a future meeting.	JN			
7/iv/270525	Solar Fund application form to be sent to Christ Church	SB			
7/v/270525	No comment, No objections to be stated on the WC planning site for PL/2025/04325	PB		Pending	
9/270525	Mr Cash to be approached re	SB			

	historic letter issued by MPC re land ownership at Norney Bridge				
9/270525	Land ownership at Norney Bridge to be researched and clarified with Land Registry	MC			
9/270525	Options appraisal to be compiled to include the 2 most likely options of separate Trust and MPC & continuation of joint Trust and MPC. Options appraisal to be brought to future MPC meeting once drafted.	SB			
11/270525	Website commissioning to be discussed and brought back to future meeting	JN/FC		Pending	
11/270525	Traveller Procedure/policy to be drafted	SB			
11/270525	Recommendations for AI technology to support minute taking in future to be sent to DW.	ALL			

