

# MARLOW TOWN COUNCIL

Court Garden, Pound Lane, Marlow, Bucks, SL7 2AG

MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 10<sup>th</sup> SEPTEMBER 2019 AT 7.00pm IN THE SEYMOUR ROOM, COURT GARDEN, POUND LAND, MARLOW

## Present

Town Mayor  
Deputy Mayor

Cllr R Scott  
Cllr B Johnson

## Councillors

T Avery  
S Brown  
C Funnell  
R Wilson

Town Clerk  
Deputy Clerk

Mrs H Martin  
Mrs K Joy

## Also present

one member of the public, one member of the press

### M.42.19 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr C Keighley, Cllr N Marshall, Cllr K Thomson, Cllr J Towns and Cllr E West.

### M.43.19 DECLARATIONS OF INTEREST

There were no declarations of interest.

### M.44.19 COMMUNICATIONS FROM TOWN MAYOR

Members noted the report.

### M.45.19 TO AGREE AS A TRUE RECORD THE TOWN COUNCIL MINUTES DATED 09.07.19

#### RESOLVED:

THAT THE MINUTES DATED 09.07.19 WERE AGREED AND SIGNED AS A TRUE RECORD

### M.46.19 REPORT FROM LEADER OF THE COUNCIL

Members noted the report.

### M.47.19 INFORMATION REPORTS

#### a) Wycombe District Council CIL Allocation

£33,232,08 has been received from WDC in CIL levy. The Town Clerk will forward to all members the total amount currently being held in reserves under the CIL heading.

#### b) Economic Development and Housing Delivery Allocation from WDC

An allocation of £100,000 has been agreed by WDC to be allocated to the Council on the proviso that it is used for "economic development activities" that are linked to WDC's Economic Development Strategy and/or "infrastructure to support new housing requirements" as set out in WDC's local plan.

#### c) Gossmore Trust Information

Signature Homes have presented Town Mayor Richard Scott with a cheque for £372 from a raffle at their Marlow home as a donation to The Gossmore Trust.

#### **d) Website – New Look**

The management working group is recommending that the current Council website is overhauled, members are requested to give their thoughts on how they would like a new website to look and function.

#### **e) 4 Front Security**

Security patrols are now taking place twice a night at Seymour Park Recreation Ground and Gossmore Park. Arrests have been made by the Police using intelligence gathered. More recently officers attended following a telephone call from a member of the public that several men were trying to remove temporary fencing, fortunately they were in the area and attended within minutes securing the fencing.

#### **f) Frohman Statue**

The restoration and cleaning work of the Frohman Statue is now complete, the full conservation report is available to view in the office. An additional £700 expense was incurred due to further deterioration of the statue since the original reports were gathered.

### **M.48.19 WATER REFILL STATION AT THE CAUSEWAY**

It was proposed that a water refill station be installed on the Causeway. A picture was circulated to all members.

Cost of the station is £2,300

Connection and installation charges Thames water guide of £1800

Connection and installation charges Plumber, quotes are being sourced will be in the region of £2,500

Ongoing maintenance including Water quality, safety and hygiene checks per year £400

Cost of water used £70 per year

Outline costs will be in the region of £6,700 with a suggested budget ongoing for maintenance of £470 a year with funding being met from CIL reserves.

It was noted that the installation would be to the right of the Frohman Statue.

#### **RESOLVED:**

THAT MEMBERS AGREED TO INSTALL A WATER REFILL STATION AT THE CAUSEWAY WITH A BUDGET OF £6,700 FROM CIL RESERVES.

### **M.49.19 OFFICE CHRISTMAS CLOSURE**

Members were asked to approve the closure of the office from Tuesday 24<sup>th</sup> December 2019 to Wednesday 1<sup>st</sup> January 2019 inclusive.

As in previous years, it was recommended that the officers be granted two concessionary days during the closure period and the remaining two working days will be met by annual leave.

Arrangements will be in place to cover funerals should the need arise and for emergency contact.

Information regarding the closure will be posted on Town council website, office noticeboard, social media and office answerphone.

**RESOLVED:**

THAT MEMBERS APPROVED THE CLOSURE OF THE OFFICE AS DETAILED ABOVE

**M.50.19 MEETINGS CALENDAR**

Members were asked to note the revised meetings calendar which had been circulated to all Councillors. The amended timetable reflected new meeting dates for the Resources Committee separate from the Town Council meetings.

**RESOLVED:**

THAT MEMBERS APPROVED THE REVISED MEETINGS CALENDAR

**M.51.19 WILTSHIRE ROAD BUS SHELTER**

In 2018 members resolved to replace several of the ageing bus shelters. The bus shelter on the south side of Wiltshire Road was not included and officers propose that it is now replaced. Members were shown an image of the proposed shelter.

3 quotes have been received:-

Contractor 1	£3,871
Contractor 2	£4,354
Contractor 3	£4,540

Officers recommend proceeding with Contractor 2 who is BCC approved to work on the Highway and installed the previous shelters.

Members would consider replacing the Queens Road bus shelter at a later date.

**RESOLVED:**

THAT MEMBERS RESOLVE TO AGREE ON A SPEND OF UP TO £4500 FOR CONTRACTOR TWO AND REPLACE THE SHELTER FROM CIL RESERVES

**M.52.19 DEVOLVED SERVICES FROM BUCKINGHAMSHIRE COUNTY COUNCIL**

The current devolution agreement period comes to an end on 31<sup>st</sup>March 2020 (as per the one year extension agreed with last year). The Shadow Executive for Buckinghamshire Council recently agreed to an extension of funding for all existing highways devolution agreements for up to a maximum of two years to 31<sup>st</sup>March 2022.

Devolution and localism are key priorities for the future Buckinghamshire Council. The extension of two years was agreed in order to provide local councils with the certainty they need in continuing to deliver services whilst the new devolution/localism offer for the future is being developed.

For clarity, the details of this extension are as follows:

- The offer is to extend the budget (and therefore the duration) of all existing Devolved Service Agreements for a maximum of two years up until 31<sup>st</sup>March 2022.
  - o The budget offered to all Local Councils will remain the same and individual annual payments will not change.

- o The terms of the agreement will remain the same, including the inclusion of a 6 month break clause which can be triggered by either party.
- o The services in scope remain the same as those which are currently delivered.
  - urban grass cutting,
  - siding out,
  - hedging,
  - rights of way clearance,
  - weed killing - specific itemised weeds on footways
  - maintenance e.g. checking for obstructions, minor street furniture repairs & cleaning, removal of fly posters, approval of charity event advertising

Agreements will become live on 1<sup>st</sup> April 2020, the contractual agreement will be between Marlow Town Council and Buckinghamshire Council (rather than is currently the case with Buckinghamshire County Council).

**RESOLVED:**

THAT MEMBERS AGREED TO ACCEPT THE TWO YEAR EXTENSION AS DETAILED ABOVE

**M.53.19 FORMALISE THE TOWN MAYOR’S CHARITY AS A CHARITABLE TRUST**

The Town Mayor asked Cllr C Funnell to introduce this proposal.

Cllr Funnell requested members to consider that the Town Council establishes a charity, with full charitable status, to be known as the “Marlow Mayors charity” to further such exclusive key charitable objects as the Mayor may from time to time by writing appoint and subject thereto as the trustees may from time to time at their discretion determine for children/young persons , elderly /disabled, other charities or voluntary bodies and the general public/mankind of the town of Marlow. Formalising the Mayor’s charity will enable donors the opportunity for gift aid and attract other charities /grants and opportunities to build on the importance and relevance of the charity as a formal fund for Marlow residents and delivered by the trustees.

The Town Mayor proposed that the following be appointed trustees:-

- Town Mayor
- Deputy Mayor
- Leader of the Council
- Deputy Leader of the Council
- Town Clerk

It was confirmed that the trustees would be the individuals who were currently elected / employed to the posts as detailed above, and that the individuals were liable to change from year to year.

The meeting noted that additional trustees, independent of Marlow Town Council, be appointed to the charity in due course.

**RESOLVED:**

THAT MEMBERS APPROVED THE STANDARD REGISTRATION OF THE CHARITY AND

THAT THE POSTS DETAILED ABOVE BE APPOINTED AS ELIGIBLE TRUSTEES IN ACCORDANCE WITH THE CHARITY COMMISSION REQUIREMENTS AND THAT A FULL TRUST DEED WILL BE DRAFTED AND SUBMITTED TO A FUTURE TOWN COUNCIL MEETING FOR APPROVAL

**M.54.19 PLANNING PROPOSAL – DEDMERE RISE SITE**

The Town Mayor asked Cllr C Funnell to introduce this proposal.

Cllr C Funnell proposed to advance planning work for the Dedmere Road site, currently in the ownership of the Town Council. The proposal was to draw up a scheme that creates new dwellings, adding value to the site, and to create the betterment in line with policy.

It was noted that there were additional funds available from CIL but that the use of current Town Council earmarked reserves was the preferred funding option.

**RESOLVED:**

THAT MEMBERS APPROVED EXPENDITURE UP TO £25,000 TO ENABLE THE RESOURCES COMMITTEE TO COMMISSION A COMMERCIAL PLANNING ORGANISATION TO COMPLETE NEW DESIGNS, ENGAGE CONSULTANTS AND SUBMIT AND RE-PRESENT THE PLANNING APPLICATION AND THAT THAT SUM OF £25,000 IS TRANSFERRED FROM THE CURRENT EARMARKED RESERVE ACCOUNT FOR THE CEMETERY INTO A NEW EARMARKED RESERVE - DEDMERE RISE DEVELOPMENT

**M.55.19 REPORTS FROM OUTSIDES BODIES**

Cllr S Brown

Gave a verbal update regarding Brinkhurst Trust.

**M.56.19 REPORTS FROM WYCOMBE DISTRICT COUNCIL**

Cllr S Brown

Reported that the improvement works to Court Garden has started with completion due in Spring 2020.

Cllr R Scott

Reported that meetings were underway in preparation for the change to unitary status next year.

**M.57.19 REPORTS FROM BUCKS COUNTY COUNCIL**

The Town Mayor read a summary from the report submitted by County Councillor A Collingwood. The full report would be circulated to all members.

**M.58.19 DATE AND TIME OF NEXT MEETING**

Tuesday 12<sup>TH</sup> November 2019 at 7.00pm

Meeting closed at 7.35pm

**Town Mayor**.....

**Date**.....

## **PUBLIC QUESTION TIME**

Mrs C Heap – Marlow Resident

Asked for clarification on who had responsibility for weed clearance on the highway and road sweeping. The Town Clerk answered that Bucks County Council and Wycombe District Council respectively had responsibility.

Asked who could enforce loading / unloading on double yellow lines. The Town Mayor and Town Clerk gave the response that it would be Civil Enforcement Officer (BCC) in the first instance and the police if the vehicle was causing traffic offence. No enforcement measures currently exist under Air Quality Management to stop engine idling.

Close at 7.40pm