

# MARLOW TOWN COUNCIL

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

MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 16<sup>th</sup> NOVEMBER 2021 AT 7.00pm IN THE HIGGINSON ROOM, COURT GARDEN, MARLOW

## Present

**Town Mayor**  
**Deputy Mayor**  
**Leader**  
**Deputy Leader**  
**Councillors**

Cllr R Scott  
Cllr J Towns  
Cllr C Funnell  
Cllr C Hoyle  
T Avery  
D Brown  
R Cadman  
C Heap  
N Marshall  
N Mityaeva  
C Stapley  
Mrs H Martin  
Mrs K Joy

**Town Clerk**  
**Deputy Clerk**

Six members of the public

## M.66.21 Apologies for absence

Apologies were received from Cllr R Wilson.

## M.67.21 Declarations of interest

There were no declarations of interest.

## M.68.21 Communications from Town Mayor Mayoral engagements

Now that Covid restrictions have been further relaxed, the number of events to which the Mayor is invited has increased and I am looking forward to becoming more involved in the activities of the many organisations in the Town over the next few months.

I have also decided to ask a new councillor to accompany me on appropriate civic events and activities, so that they can become familiar with those activities to which the Mayor is invited.

Since the last Town Council meeting, I have attended the following –

3<sup>rd</sup> October      Attended High Sheriff of Buckinghamshire's Justice service at St Mary's Church, Aylesbury

*(This an annual service organised by the current High Sheriff to which civic dignitaries from across the whole of Buckinghamshire including Milton Keynes are invited)*

6 October              Attended Marlow Place 1<sup>st</sup> Anniversary reception

9 October              With the Mayoress, attended Marlow Rotary Club charity concert at All Saints Church

Filming/Recording/Photographing at Meetings – please note that this may take place during the public part of the meeting. Notices are displayed in the meeting room.

- 12 October Dropped in on the very dedicated Marlow Poppy Group, who were preparing the poppies that now adorn the railings around Higginson Park
- 28 October Attended a presentation by the Lord Lieutenant of the Queen's Award for Enterprise to JUNE Medical Limited

*(JUNE Medical is a local medical company with offices in Marlow and High Wycombe)*

- 29 October Presented prize to Verity West, the winner of the Marlow Energy Group photography competition.

*(Excellent entry of photographs that will be included in Wild Marlow 2023 calendar)*

- 30 October With Cllr David Brown, attended post Covid re-launch of Marlow Age Concern

*(As a result of the premises being closed due to Covid, MAG is re-launching to attract more guests and volunteers)*

- 1 November With the Deputy Clerk, attended Sandygate school to launch a Taste of Democracy

*(Taste of Democracy has been a successful introduction of the elections process into a number of Marlow schools over recent years)*

- 4 November With the Deputy Mayor, attended the opening of the Walk of Life Garden at URC Church in Oxford Road.

*(The Church has constructed a 'quiet garden' within its grounds and provides a space for quiet in our busy town centre)*

- 5 November Launched the Marlow Thames Rotary Club fundraising Tree of Life on the Causeway

- 10<sup>th</sup> – 12<sup>th</sup> November Attended Remembrance commemorations in Mary le Roi

*(Mayor lays a wreath on behalf of Marlow Town Council at the Marly war memorial and attends a reception and lunch for dignitaries)*

- 12 November Attended 100<sup>th</sup> birthday celebration of Marlow resident, Mrs Meg Saint

- 14<sup>th</sup> November Attended Remembrance commemorations in Marlow

*(In addition to our councillors and other guests, I was pleased to welcome The Countess Howe, Her Majesty's Lord-Lieutenant)*

### **Civic events**

The pre-Christmas Switch On will take place on Thursday 25 November and we are delighted to have Chris Evans to turn the lights on at 6.30pm. The funding of our superb Christmas lights has again been sponsored by many businesses and individuals for which we are most grateful. Appropriate publicity will be given to all sponsors.

Carols on the Causeway will take place at 6.30 pm on Monday 20 December around the Christmas tree on the Causeway. All are welcome to attend.

Mayor's Charity golf day is booked for Tuesday 12 April 2022 at Harleyford.

The Council's Community committee is considering how to recognise 50<sup>th</sup> anniversary of town twinning with Marly le Roi in May 2022 and the Queens Platinum Jubilee in June 2022. Further details as we agree these events.

Full details of our Civic and Community events are always on the Town Council website.

The Town Mayor then commended Mrs Jan Bailey for 20 years service to the Town Council. The Mayor thanked Mrs Bailey for her hard work and dedication during her career. Mrs Bailey, who was present at the meeting, received a bouquet of flowers and a "Service Award" from the Town Council.

**Cllr Richard Scott**  
**Town Mayor | 15.11.21**

#### **M.69.21 Report from Leader of the Council**

I would like to outline key matters on progress with both our organisation as a council and to highlight some key activities in our town.

Firstly, in revisiting our organisation, I am pleased to report that as of this meeting we will now formally transition into our four new committees of resources, planning and transport, community and most importantly the formalisation of our new dedicated committee for environment, sustainability, and wellbeing, with a task to accelerate progress going forward.

Our commitment represents the largest change we have made in nearly 25 years to our structure and acknowledges and has listened to our electorate for the need to focus with greater transparency and accountability in the future.

Each committee has been tasked with clear accountability and roles and are drafting new initiatives and associated projects that will continue to shape the future of our town whilst continually listening carefully to all residents.

In recognition of the top priority on climate change the new committee has a clear directive under the chair of Cllr Jocelyn Towns to focus on the environment with new Cllr's, budgets and external consultants, and has already laid a firm foundation in this early part of our term in office.

A core part of this work has been to engage with stakeholders and community and that has already formally commenced with education initiatives, collaboration and working together with environmental initiative groups and residents in our town with plans to move that forward with great urgency.

As part of this steps have already commenced, sample polling the first wave of our community to hear the "voice of the residents" enabling us to set and direct MTC on a broad range of local environmental priorities. In the first quarter of the new year MTC will review those results along with initiatives and projects that our electorate have tasked us to address and begin a collaborative role out plan and communication on those to build a broadly inclusive supported vision.

Regarding events in this period this year's Remembrance Day a key event in our community spoke volumes in terms of community partnership and coming together after an exceedingly difficult couple of years.

It was an event that reminded us of the dedication of all in Marlow and a commitment to those that fought for the privileges we enjoy today.

I would like to express a thanks to all our office team lead by Hilary Martin our Town Clerk in delivering a special poignant day and bringing Marlow together, a fantastic community engagement with the Royal British legion our local branch and all the volunteers that continue to call out the importance for supporting each other and those that fought valiantly for us .

Finally, we look forward to our next great event “Marlow’s switch on” the 25th of November

which is being organised by MTC officers an event that we can equally consider will celebrate in building back better together and I am reliably informed will come with some new great bigger and better enhancements .We are looking forward to seeing all the community there and our appreciation goes to all our sponsors in swiftly and efficiently stepping up to the mark to enable 2021’s switch on to come back even better for our residents.

We close the year with thanks to our Cllr volunteers our officers and all of our community groups that continue to work hard and strive to maintain and improve Marlow for the benefit of all our residents. We wish everyone a healthy enjoyable xmas and an even better new year and look forward to continuing to serve our town 2022.

**Cllr C Funnell**  
**Leader**

**M.70.21      Town Council Minutes dated 21.09.21**

**RESOLVED:**

THAT THE MINUTES DATED 21.09.21 WERE AGREED AND SIGNED AS A TRUE RECORD

**M.71.21      Management Accounts at 30.09.21**

**RESOLVED:**

THAT THE MANAGEMENT ACCOUNTS DATED 30.09.21 WERE APPROVED

**M.72.21      Grant Application Form**

Cllr Mityaeva is proposing that all applicants for grants complete the following declaration. We are aware that Marlow Town Council is committed to protecting and improving the environment and sustainability. In using the funds received by our organisation as a grant, we will make every effort NOT to purchase or acquire disposable products or supplies made of plastic and other types of nonrecyclable materials in furtherance of the projects or causes for which the grant money is received.

**RESOLVED:**

THAT MEMBERS UNANIMOUSLY AGREED THE DECLARATION IS INCLUDED ON THE GRANT APPLICATION FORM WITH IMMEDIATE EFFECT

**M.73.21      Cemetery Fees**

Members resolved not to increase Cemetery Fees in 2021. After research by officers and Cllr Mityaeva an inflation increase of 3% was recommended for fees for 2022. In addition, an increase in

the transfer of ownership fee to £275. This fee has remained the same for over eight years and now reflects the amount of officer time involved in affecting a transfer.

The proposed scale of fees schedule was circulated to all members.

**RESOLVED:**

THAT MEMBERS UNANIMOUSLY APPROVED THE CEMETERY AND MEMORIALS FEES FOR 2022

**M.74.21 New Committee Structure, Membership, Terms of Reference and New Community Committee**

Members had reviewed the current committee set up and this had resulted in the proposed formation of a new committee for Community.

Circulated to all members were the schedules outlining the structure of and appointments to existing and proposed new committees. These were:-

Planning and Transport Committee

Resources Committee

Community Committee

Environment, Sustainability and Wellbeing Committee

Also circulated were the revised terms of reference for all the committee listed above.

**RESOLVED:**

THAT MEMBERS UNANIMOUSLY AGREED TO THE NEW COMMITTEES STRUCTURES, MEMBERSHIP, TERMS OF REFERENCE AND NEW COMMUNITY COMMITTEE

**M.75.21 Information Reports**

a) **Committee Minutes**

All members of the council are encouraged to read Committee minutes, whether or not they are sitting on that Committee. Town Council and Committee minutes are posted to the Town Council website within four weeks of the meeting taking place.

b) **Council Van move from Diesel to Electric**

Officers are currently working on proposals to replace the Town van with an electric vehicle. The research and pricing are almost complete and the most suitable vehicle will be available to pre order for a lease option in February 2022. A detailed proposal for a decision will be presented to Council at the January meeting.

**MEMBERS NOTED THE REPORTS**

**M.76.21 Reports from Outsides Bodies**

Cllr R Cadman

Reported from the Marlow Budavar Twinning Association that there would a book launch at All Saints Church Hall on 10<sup>th</sup> December 2021.

Cllr N Marshall

Reported that Marlow Society meetings were now being held virtually.

Cllr J Towns

Reported attending meetings of BidCo and would be attending a meeting regarding the Westhorpe interchange.

Cllr C Heap

Reported attending a talk held by the MTTA.

Cllr N Mityaeva

Reported that there had been a MMTA meeting via Zoom at which a twinning visit had been discussed.

Cllr C Stapley

Reported on the Marlow Film Studio community liaison group and the display in Liston Court.

**M.77.21 Reports from Buckinghamshire Council**

Cllr C Heap

Reported that works had started on Marlow bridge.

Cllr N Marshall

Reported that the electric car charging point in Liston Road car park was an induction loop trial scheme which was part funded by central Government.

The “quiet way” scheme trail in Trinity Road has been extended.

RE-leaf Marlow were planning the planting of more trees.

Buckinghamshire Council were launching “Pride of Bucks” awards, nominations can be made via their website.

Cllr J Towns

Reported that the Local Plan was being looked at county wide and that the bridge works were progressing well.

Cllr R Scott

Reported that the South West Chilterns Community Board would be held on 17.11.21 via MS Teams.

**M.78.21 Date of next meeting**

Tuesday 25<sup>th</sup> January 2022 at 7.00pm

Town Mayor .....Date.....