

MARLOW TOWN COUNCIL

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

MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 1ST AUGUST 2023 IN THE SEYMOUR ROOM, COURT GARDEN, MARLOW

Present	Town Mayor	Cllr D Brown
	Deputy Mayor	Cllr C Stapley
	Leader	Cllr C Funnell
	Councillors	R Cadman
		N Marshall
		N Mityaeva
Town Clerk	Mrs H Martin	
Deputy Clerk	Mrs K Joy	

Also present 2 members of the press

M.26.23 Apologies for absence

Apologies for absence were received from Cllr T Avery, Cllr C Heap, Cllr C Hoyle, Cllr R Scott and Cllr J Towns.

M.27.23 Declarations of interest

There were no declarations of interest.

M.28.23 Communications from the Town Mayor

MARLOWTOWNCOUNCIL | Mayoral Engagements

Cllr David Brown Town Mayor 2023-24	
17.06.2023	Marlow Literary Festival – All Saints Church
19.06.2023	Chamber of Trade and Commerce Meeting
27.06.2023	Dementia Action Marlow AGM Cllr R Scott attended on behalf of the Town Mayor
20.06.2023	Acts of Service with Marlow C of E school pupils – Balfour Garden
21.06.2023	Acts of Service with Marlow C of E school pupils – Balfour Garden
06.07.2023	Church Project Meeting with Rev Dave Bull
13.07.2023	Celebration of Success – Great Marlow School
18.07.2023	Swan Upping – Cookham Marlow Reach of Thames Hosting Swan Uppers at The Two Brewers
19.07.2023	Swan Upping departure from the <u>Compleat Angler Hotel</u> , Marlow Cllr R Scott attended on behalf of the Town Mayor

M.29.23 Report from Leader of the Council

Refurbishment of Children's Play Area:

The refurbishment of the children's play area in the park is due for opening this week the 2nd of August, the modern equipment, offering an enhanced experience for children and we look forward to our young people being able to get access back to this to enjoy their summer vacations. Hopefully the bad weather will recede soon !

Infrastructure Concerns from residents

The Major sewerage works causing a subsequent diversion to the A404 as reported previously in June resulted in significant traffic issues for commuters and deliveries and the council has worked proactively with Thames and residents which finally saw a solution delivered. Whilst the original repair has been completed ground water continues to enter the system with high levels of rainfall for which Thames continue to work on a future solution. We continue to monitor the situation.

The council is aware that our streets have been severely disrupted over the last couple of months by ongoing roadworks for water and gas repairs and sometimes closures where activity is slow to commence or be cleared upon finishing. We continue to lobby BCC and providers on these matters.

We wish all residents a happy summer holidays.

Cllr Chris Funnell
Town Council Leader

M.30.23 Town Council Minutes

RESOLVED:

THAT THE MINUTES DATED 13.06.2023 WERE APPROVED AND SIGNED

M.31.23 Management Accounts

RESOLVED:

THAT THE MANAGEMENT ACCOUNTS DATED 31.05.2023 WERE APPROVED

M.32.23 Year End Internal Audit Report 2022-23

The Town Council's Internal Auditor completed the year end audit on 6 June 2023.

The [Annual Internal Audit Report letter](#) 2022/23 confirmed that all internal control objectives have been met to a standard adequate to meet the needs of Marlow Town Council.

The [Year End Internal Audit Observations report](#) includes officers have noted the observations and indicated the actions required.

RESOLVED:

THAT MEMBERS APPROVED THE ANNUAL INTERNAL AUDIT REPORT 2022-23

M.33.23 Campbell Road Playground Mat Replacement

The matting under the swings at Campbell Road playground has worn away to the point that it offers no impact absorption. Recent playground inspections have identified it as a medium risk:

Campbell Road Playground has had no additional investment since it opened in 2014/15. This will be the first significant maintenance expenditure by the Council at Campbell Road.

Costs

Option 1 (recommended by officers)

· To excavate and remove to tip the existing grass mat tiles and soils to a depth of 150mm x 45m², supply and lay a compacted 100mm layer of DOT type 1 stone and a layer of 50mm thick bonded rubber mulch in a colour of your choice with the edges terminated below ground level.

Price £9497.50 + vat

Option 2

· To apply a weed killer to an area of 45m², lay a weed suppressant membrane and supply and lay a 50mm thick bonded rubber mulch in a colour of your choice with the edges terminated below ground level. Please note that this method cannot be guaranteed against any settlement or flooding

· Price £5626.25 + VAT

RESOLVED

THAT MEMBERS AGREED TO PROCEEDING WITH OPTION 1 AT A COST OF £9,497.50 FOR THE REPAIRS WITH THE COST COMING FROM RECREATION GROUND RESERVES

M.34.23 Committee Name Change

RESOLVED

THAT MEMBERS AGREED TO RE-NAME THE ENVIRONMENT SUSTAINABILITY AND WELLBEING COMMITTEE THE ENVIRONMENT AND WELLBEING COMMITTEE

M.35.23 Changes to Leader / Mayor Model

Proposal from the Leader

An amendment to the Town Council's Communications Protocol section 12

Section 12 is proposed for amendment as follows -

12.All external communications, press, social media

- Official communications when representing Marlow Town council are restricted to the Leader and Deputy Leader and the press officer (who may be the Clerk) or to other councillors specifically nominated to do so by the Leader or Deputy leader when specifically mandated.
- All press reports from the Town council, committees or working parties will be coordinated by the Town clerk or their Deputy and approved by the Leader or Deputy leader in their absence.
- If members are asked for comment by the press or members of the public, they should make sure that any views given are clearly reported as their own personal view unless they are certain they are reporting the view of the Town Council.

RESOLVED

THAT MEMBERS AGREED TO THE CHANGES DETAILED ABOVE TO THE COMMUNICATIONS PROTOCOL

M.36.23 Town Bus

The Council contribution of £6300 to Buckinghamshire Council for the Town Bus was not included in the budget agreed by Council in January 2023. It is recommended that the cost is now included whilst further discussions with Buckinghamshire Council continue. The cost can be met within the existing council budget.

RESOLVED

THAT MEMBERS AGREED TO A CONTRIBUTION OF £6300 TO BUCKINGHAMSHIRE COUNCIL FOR THE TOWN BUS 2023-24

M.37.23 Grant Application

A completed grant application form had been received from Buckinghamshire Council to fund the Marlow Flood Fayre on 19th-20th September 2023.

RESOLVED:

THAT MARLOW TOWN COUNCIL GRANT THE MARLOW FLOOD FAYRE £500

M.38.23 Information Reports

a) Committee Minutes

Members are reminded that all minutes are posted to the Town Council website and all members are invited to review all Council and Committee minutes regularly.

b) Social Media

Facebook

Facebook reach May 1st to July 15th 6.4k, up 7% on previous two months.

Highest reacting post had 462 likes and 118 shares, post and event for the Coronation

Instagram

Instagram reach May 1st to July 15th 527 up 9% on previous month.

Most engaging post was the Coronation with 654 people reached.

Twitter

In 28 days prior to July 15th

Impressions 1,250 down 6% on previous month.

Profile visits 187 up 8% on previous month.

Mentions 7 down 3% on previous month.

Top Tweet earning 436 impressions was the release on the Coronation party.

MEMBERS NOTED THE REPORTS

M.39.23 Reports from Outside Bodies

Cllr N Marshall

Reported that Cllr Scott attended a meeting of the Marlow Society in his absence.

Cllr C Funnell

Reported that the Town Regatta and Festival had made a profit this year.

Cllr N Mityaeva

Reported attending the Marlow Museum Project street collection, AGM and the museum's One World Festival.

M.40.23 Reports from Buckinghamshire Council

Cllr N Marshall

Reported that air quality monitoring taking place at Holy Trinity school had revealed air quality was very good.

M.41.23 Date of next meeting

Tuesday 3rd October 2023 at 7.00pm

The meeting closed at 7.47pm

Town Mayor **Date**