

# MARLOW TOWN COUNCIL

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

**TO:** MEMBERS OF THE TOWN COUNCIL

**Town Mayor** | D Brown    **Deputy Mayor** | Cllr C Stapley

**Councillors:** T Avery, R Cadman, C Funnell, C Heap, C Hoyle, N Marshall, N Mityaeva, R Scott, J Towns, R Wilson

A MEETING OF THE **TOWN COUNCIL** WILL BE HELD ON **TUESDAY 23<sup>rd</sup> JANUARY 2024** at **7.00pm** IN THE SEYMOUR ROOM, COURT GARDEN, POUND LANE, MARLOW, AND YOU ARE HEREBY SUMMONED TO ATTEND

## **A G E N D A**

Hilary Martin

Mrs H Martin | Town Clerk | 18.01.2024

M.82.23	Apologies for absence	
M.83.23	Declarations of interest	
M.84.23	Communications from the Town Mayor	INFORMATION
M.85.23	Report from Leader of the Council	INFORMATION
M.86.23	Town Council Minutes 05.12.2023	DECISION
M.87.23	Management Accounts	DECISION
M.88.23	Budget 2024-25	DECISION
M.89.23	Precept 2024-25	DECISION
M.90.23	Defibrillator Proposal	DECISION
M.91.23	MVAS Proposal	DECISION
M.92.23	Information Reports	INFORMATION
	a) Committee Minutes	
M.93.23	Reports from Outside Bodies	INFORMATION
M.94.23	Reports from Buckinghamshire Council	INFORMATION
M.95.23	Date of next meeting: Tuesday 05.03.2024 at 7.00pm	INFORMATION

PUBLIC QUESTION TIME

**COMMUNICATIONS FROM THE TOWN MAYOR**

**M.84.23**

03.12.23	Santa fun run
07.12.23	Chamber of Trade & Commerce Late night shopping event opening ceremony
17.12.23	First Steps Nursery charity event
19.12.23	Carols on the Causeway

**REPORT FROM LEADER OF THE COUNCIL**

**M.85.23**

[05.12.2023](#)

**RECOMMENDED:**

THAT THE MINUTES BE AGREED AND SIGNED

**Management Accounts**

The Resources Committee has recommended that the management accounts dated 30.11.2023 be approved by Council under minute reference: RC.41.23

[Click here for the following schedules dated 30.11.2023:-](#)

- A1 Commentary
- A2 Balance sheet
- A3 Income and Expenditure schedule
- A4 Earmarked Reserves schedule
- A5 Reserves Income & Expenditure Movement Summary
- A6 Grants schedule
- A7 Bank Reconciliation
- A8 Expenditure Report
- A9 Copy bank statements
- A10 Copy bank statements

**RECOMMENDED**

THAT THE MANAGEMENT ACCOUNTS DATED 30.11.2023 BE APPROVED

**Budget 2024-25**

We are pleased to present our budget for the fiscal year 2024/2025. The proposed budget not only sustains vital services for our residents but also places continued strong emphasis on financial control for 2024/2025 brought about by savings we have achieved in the current financial year.

Our focus on fiscal responsibility to mitigate increased burden upon our residents ensures that once again we propose a zero-cost increase in the precept for our residents for 2024/2025.

Whilst many councils continue to struggle to balance budgets we will continue our commitment to protecting our residents by continuing the process of organisational and systems modification to maintain a high level of service and minimize inflationary burdens.

While our income in total approximates to £450,000 per annum to sustain all our local services for our 17000 + residents, we continue to be able to supplement that with additional revenue streams of circa £80,000 from investments and local service income, strategically allocating this to support an exceptional level of local services, including town bus, extensive private security patrols and enhancing the overall well-being of our community.

We continue our commitment to spend in the community with provisions of approximately £100,000 to enable us to continue with town events, and community initiatives throughout the year that bring residents together for civic, remembrance celebrations, Christmas events and national celebrations.

We continue to allocate employment costs of approximately £210,000 per annum and £20,000 as a proactive provision for this year's reorganization review.

Devolved services will continue to be provided at a cost of £83,500 per annum for an external bespoke grass-cutting contract occurring eight times a year, at twice the national parish average, which we will maintain along with continuing to deliver environmental rewilding initiatives.

Despite the challenges posed by inflation and regulatory requirements, Marlow Town is well-positioned financially to meet its commitments and maintain the high quality of services for the residents.

Cllr N Mityaeva | Chairman of Resources Committee.

[2024-25 budget.](#)

**RECOMMENDED:**

1. THAT MEMBERS APPROVE THE INCOME AND EXPENDITURE FORECAST
2. THAT MEMBERS APPROVE THE PROPOSED INCOME AND EXPENDITURE BUDGET FOR 2024-25 AND
3. THAT IN PURSUANCE OF ITS POWERS CONFERRED BY SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972

(AS AMENDED) THE TOWN COUNCIL: -

APPROVES PROPOSED EXPENDITURE FOR 2024-25 ON THE FOLLOWING ITEMS WHICH IN THE OPINION OF THE TOWN COUNCIL ARE IN THE INTERESTS OF THE TOWN OR ITS INHABITANTS:

MAYORAL FUNCTIONS AND CIVIC EVENTS; GROUNDS MAINTENANCE  
GRANTS ; TOWN TWINNING ; CHRISTMAS TREE AND DECORATIONS; FLORAL DISPLAYS AND SUMMER  
BUNTING ; ALLOTMENT PRIZES; COMMUNITY, LEISURE AND ENTERTAINMENT  
YOUTH PROJECT; SECURITY PATROLS ; TOWN BUS

**Precept 2024-25**

Please refer to the table below:-

**The tool below will help you set your Council Tax for 2024-25.**

Input 1

Select your Organisation using the drop down Box in the Pink Box	
Parish	Marlow Town

Input 2

Enter either your proposed Precept Demand **D11** or Band D Council Tax for 2024/25 **D13**

Precept	£0.00
Or	
Band D Tax (Estimated)	£55.25

Table - Summary of Results		Do not enter data below		
Year	2023-24	2024-25	Difference	
Precept	£381,701.81	£382,289.67	£587.86	
Income	£381,701.81	£382,289.67	£587.86	
Tax Base	6908.63	6919.27	10.64	
Band D Tax (Estimated)	£55.25	£55.25	0.00%	

**RECOMMENDED:**

**THAT THE MARLOW TOWN COUNCIL PRECEPT FOR THE YEAR 2024-25 BE IN THE SUM OF £382,289.67**

**Defibrillator Proposal**  
**Cllr C Hoyle**

Background:

A previous request for Council Members Approval on 19<sup>th</sup> March allocated £4,000 to be used for defibrillators and associated costs in Quoiting Square. Following some great work from Officers, this defib has now been installed and is operational for use.

This new request is to top-up the monies available to this project, to enable extension of the project to additional locations. Details of the request are as below:

Proposal for Member vote and Approval:

Request brought by: Councillor Chris Hoyle

1. Top-up the monies available to a fund of £7,500
2. Allow the use of these monies across de-fib projects or associated costs for de-fib projects within the boundaries of the Marlow Town Council Parish
3. Allow the use of these funds to be managed by a working party consisting of members of the Community Committee:
  - a. Councillor Funnell
  - b. Councillor Brown
  - c. Councillor Hoyle

All activity and spend will be communicated to both the Community Committee and wider members within Marlow Town Council.

**RECOMMENDED:**

THAT £7,500 FROM TOWN IMPROVEMENT RESERVES BE EARMARKED FOR THE EXPANSION OF THE DEFIBRILLATOR SCHEME AS DETAILED ABOVE AND

THAT THE WORKING GROUP OVERSEEING THE SCHEME BE COMPRISED CLLRS FUNNELL, BROWN AND HOYLE

Additional notes:

BT Scheme for adopting phone boxes (used for Quoiting Square installation):

<https://business.bt.com/public-sector/street-hubs/adopt-a-kiosk-scheme/>

UK government Scheme to encourage defibrillator adoption (requires match funding):

<https://www.gov.uk/government/news/number-of-defibrillators-to-be-increased-with-new-funding>

South Central Ambulance Service Community First Responder Scheme (Partner who MTC have worked with on identification of locations):

<https://www.scas.nhs.uk/what-we-do/community-first-responders/>

**Purchase of additional MVAS machine**

The Environment Committee are recommending that Council purchase an additional MVAS machine so that multiple roads in Marlow can be monitored in both directions simultaneously. Council currently owns three MVAS machines.

**RECOMMENDED**

THAT MEMBERS AGREE TO THE PURCHASE OF AN ADDITIONAL MVAS MACHINE AT A COST OF £3,200  
THE COST BEING MET FROM TOWN IMPROVEMENT RESERVES

**Information Report**

**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.

**MEMBERS ARE REQUESTED TO NOTE THE REPORT**