

From: [REDACTED]
To: [Hilary Martin](#)
Cc: [REDACTED]
Subject: Further FOI Request
Date: 24 April 2024 14:28:23

Town Clerk - Marlow Town Council

Dear Hilary

Marlow Town Council Agenda 16th April 2024

We would be grateful to receive the following information under the terms of the Freedom of Information Act 2000 ("Act"), and request the following emails.

For the avoidance of doubt we are setting the time period commencing immediately after the Parish Meeting at 6pm on Monday April 8th 2024 to the present time. We would request that this FOI also cover emails after the Council meeting on 16th April 2024 and for a period of seven days after. This means the period of 08 April 2024 @ 20:00 to 23 April 2024 @ 23:59

1. Email from Councillor Heap to the Clerk requesting the adding of the agenda item concerning the Parish Meeting M132.23.c
2. Any communications between yourself and any councillor (and vice versa) relating to
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 - b. References to Parish Meeting of 8th April 2024
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 - d. any communications referencing members of the public (whether generally or by name) and Marlow FM.

Thanking you as always in advance

Yours sincerely

[REDACTED]
Marlow FM
[REDACTED]

From: Hilary Martin
To: [REDACTED]
Subject: Fw: Further FOI Request
Date: 24 April 2024 14:30:35

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024
hilarymartin@marlow-tc.gov.uk

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From: [REDACTED]
Sent: 24 April 2024 14:28
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Cc: [REDACTED]
Subject: Further FOI Request

Town Clerk - Marlow Town Council

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Yours sincerely

[REDACTED]

Marlow FM

[REDACTED]

From: [Hilary Martin](#)
To: [REDACTED]
Cc: [REDACTED]
Subject: Fw: Further FOI Request
Date: 24 April 2024 14:35:44

Dear [REDACTED]

The below FOI has now come in with the dates in the past so we are now able to process this, please would you be so kind as to extract the data from the last time stamp up until the date and time of this email. As previously discussed, item 4 cannot be traced other than Councillors emails during the period and the words "Marlow FM" and again as this request references my emails, please can the data be sent to [REDACTED] and [REDACTED]

Many thanks

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024
hilarymartin@marlow-tc.gov.uk

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Sent: 24 April 2024 14:28
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Cc: [REDACTED]

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Thanking you as always in advance

Yours sincerely

[REDACTED]

Marlow FM

[REDACTED]

From: Hilary Martin
To: GDPR Councillors Group Email
Subject: Fw: Marlow Parish Poll, 9 May
Date: 24 April 2024 14:46:09
Attachments: [Notice of Poll, Marlow, 9 May 2024 .pdf](#)

Dear members

Please see below and attached, If you wish to attend the count

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024

hilarymartin@marlow-tc.gov.uk

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From: [REDACTED]
Sent: 24 April 2024 14:41
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Marlow Parish Poll, 9 May

Dear Hilary,

Please find attached the notice of poll for the Marlow parish poll on 9 May. Please can you display this notice within the parish?

Will anyone from the parish council want to attend the count? The count isn't a public event and is restricted to the proposer of the parish poll questions. You don't have to send anyone. I just wanted to check if someone from the parish council may want to attend? If you would like to send someone from the parish council to attend the count please can you let me know by Tuesday 30 April? We'll be counting the votes at Marlow Football Club at close of poll just after 9pm on 9 May. We will publish the declaration of results on our website and I'll send you a copy of this via email too.

If you have any questions please let me know.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Buckinghamshire Council

[REDACTED]

[REDACTED]

Electoral Services

[REDACTED]

[REDACTED]

The Gateway, Gatehouse Road, Aylesbury, HP19 8FF

[REDACTED]

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From: [REDACTED]
To: [Hilary Martin](#)
Subject: Marlow Parish Poll, 9 May
Date: 24 April 2024 14:41:54
Attachments: [REDACTED]

Dear Hilary,

Please find attached the notice of poll for the Marlow parish poll on 9 May. Please can you display this notice within the parish?

Will anyone from the parish council want to attend the count? The count isn't a public event and is restricted to the proposer of the parish poll questions. You don't have to send anyone. I just wanted to check if someone from the parish council may want to attend? If you would like to send someone from the parish council to attend the count please can you let me know by Tuesday 30 April? We'll be counting the votes at Marlow Football Club at close of poll just after 9pm on 9 May. We will publish the declaration of results on our website and I'll send you a copy of this via email too.

If you have any questions please let me know.

Best regards,

[REDACTED]
[REDACTED]
[REDACTED]

Buckinghamshire Council

[REDACTED]
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Electoral Services

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The Gateway, Gatehouse Road, Aylesbury, HP19 8FF



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From: [Hilary Martin](#)
To: [REDACTED]
Subject: Notice of Poll
Date: 24 April 2024 14:53:55
Attachments: [REDACTED]

Hi [REDACTED]

Please can the attached be added to the website news section.

Thanks

Hils

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024
hilarymartin@marlow-tc.gov.uk

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From: [Hilary Martin](#)
To: [R Scott](#); [Jocelyn Towns](#); [T Avery](#); [Roger Wilson](#); [N Marshall](#); [Chris Funnell](#); [R Cadman](#); [Carol Heap](#); [Chris Hoyle](#); [Colleen Stapley - Marlow Town Council](#); [David Brown](#); [Natalia Mityaeva](#)
Subject: Parish Poll
Date: 24 April 2024 14:51:25
Attachments: [REDACTED]

Dear members

Please see attached and below received to day from electoral services.

Dear Hilary,

Please find attached the notice of poll for the Marlow parish poll on 9 May. Please can you display this notice within the parish?

Will anyone from the parish council want to attend the count? The count isn't a public event and is restricted to the proposer of the parish poll questions. You don't have to send anyone. I just wanted to check if someone from the parish council may want to attend? If you would like to send someone from the parish council to attend the count please can you let me know by Tuesday 30 April? We'll be counting the votes at Marlow Football Club at close of poll just after 9pm on 9 May. We will publish the declaration of results on our website and I'll send you a copy of this via email too.

If you have any questions please let me know.

Best regards,

[REDACTED]
[REDACTED]
[REDACTED]

Buckinghamshire Council

If you wish to attend the count please advise by Tuesday April 30th. As raised by Cllr Hoyle at the recent TC meeting the information will also be added to the website.

Best wishes

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024

hilarymartin@marlow-tc.gov.uk

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From: [Hilary Martin](#)
To: [Richard Scott](#); [Jocelyn Towns](#); [T Avery](#); [Roger Wilson](#); [N Marshall](#); [Chris Funnell](#); [R Cadman](#); [Carol Heap](#); [Chris Hoyle](#); [Colleen Stapley - Marlow Town Council](#); [David Brown](#); [Natalia Mityaeva](#)
Cc: [REDACTED]
Subject: Re: FOI
Date: 24 April 2024 14:59:48

Dear members

The office has today received the following FOI. We have not redacted the applicants information as they will be placing the request in the public domain.

Dear Hilary

Marlow Town Council Agenda 16th April 2024

We would be grateful to receive the following information under the terms of the Freedom of Information Act 2000 ("Act"), and request the following emails.

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Thanking you as always in advance

Yours sincerely

[REDACTED]
Marlow FM
[REDACTED]

You will see that the application mirrors the FOI received on April 15th, part of which

was rejected as it was asking for data in advance, now the data requested is in the past the request can be actioned. As always the request will be processed within 20 working days of receipt.

Best wishes

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024
hilarymartin@marlow-tc.gov.uk

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From: Hilary Martin

Sent: 15 April 2024 16:57

To: R Scott <rscott@marlow-tc.gov.uk>; Jocelyn Towns <jtowns@marlow-tc.gov.uk>; T Avery <tavery@marlow-tc.gov.uk>; Roger Wilson <rwilson@marlow-tc.gov.uk>; N Marshall <nmarshall@marlow-tc.gov.uk>; Chris Funnell <cfunnell@marlow-tc.gov.uk>; R Cadman <rcadman@marlow-tc.gov.uk>; Carol Heap <CarolHeap@marlow-tc.gov.uk>; Chris Hoyle <choyle@marlow-tc.gov.uk>; Colleen Stapley - Marlow Town Council <cstapley@marlow-tc.gov.uk>; David Brown <dbrown@marlow-tc.gov.uk>; Natalia Mityaeva <nmityaeva@marlow-tc.gov.uk>

Cc: [REDACTED]

Subject: FOI

Dear members

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Town Clerk - Marlow Town Council

Dear Hilary

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Yours sincerely

[REDACTED]

Marlow FM

[REDACTED]

Officers have contacted our provider Breakthrough Comms who have agreed with us on the following.

The provision of information is very clear in the FOI 2000 act.

Section 1(4) (with my emphasis added)

The information—

(a)in respect of which the applicant is to be informed under subsection (1)(a), or

(b)which is to be communicated under subsection (1)(b),

is the information in question held at the time when the request is received, except that account may be taken of any amendment or deletion made between that time and the time when the information is to be communicated under subsection (1)(b), being an amendment or deletion that would have been made regardless of the receipt of the request.

So to summarise the FOI request cannot be made in advance. The request will be answered with data that is currently held from the point of receipt. The applicant will need to make a further request for future data.

Best wishes

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL
Court Garden
Pound Lane
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Bucks SL7 2AG

01628 484024
hilarymartin@marlow-tc.gov.uk

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From: [Hilary Martin](#)
To: [REDACTED]
Subject: Re: Further FOI Request
Date: 24 April 2024 15:01:32

Dear [REDACTED]

Your FOI request will be processed and actioned within the requirement of 20 working days.

Best wishes

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024

hilarymartin@marlow-tc.gov.uk

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Sent: 24 April 2024 14:28
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Cc: [REDACTED]
Subject: Further FOI Request

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Yours sincerely

[REDACTED]

Marlow FM

[REDACTED]

From: Hilary Martin
To: [REDACTED]
Subject: Re: Further FOI Request
Date: 24 April 2024 14:59:26

From: [REDACTED]
Sent: 24 April 2024 14:28
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Cc: [REDACTED]
Subject: Further FOI Request

Town Clerk - Marlow Town Council

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Yours sincerely

[REDACTED]
Marlow FM
[REDACTED]

From: Hilary Martin
To: [REDACTED]
Subject: Re: Further FOI Request
Date: 24 April 2024 14:30:30

From: [REDACTED]
Sent: 24 April 2024 14:28
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Cc: [REDACTED]
Subject: Further FOI Request

Town Clerk - Marlow Town Council

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Yours sincerely

[REDACTED]
Marlow FM
[REDACTED]

Dear [REDACTED]

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Many thanks

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

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Court Garden
Pound Lane
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hilarymartin@marlow-tc.gov.uk

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Sent: 24 April 2024 14:28
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Town Clerk - Marlow Town Council

Dear Hilary

Marlow Town Council Agenda 16th April 2024

We would be grateful to receive the following information under the terms of the Freedom of Information Act 2000 (“Act”), and request the following emails.

For the avoidance of doubt we are setting the time period commencing immediately after the Parish Meeting at 6pm on Monday April 8th 2024 to the present time. We would request that this FOI also cover emails after the Council meeting on 16th April 2024 and for a period of seven days after. This means the period of 08 April 2024 @ 20:00 to 23 April 2024 @ 23:59

1. Email from Councillor Heap to the Clerk requesting the adding of the agenda item concerning the Parish Meeting M132.23.c
2. Any communications between yourself and any councillor (and vice versa) relating to
 1. The agenda item M132.23.c above,
 2. References to Parish Meeting of 8th April 2024
 3. References to Buckinghamshire Council but limited to the Parish Meeting of 8th April 2024, the agenda item M132.23.c and,
 4. any communications referencing members of the public (whether generally or by name) and Marlow FM.

Thanking you as always in advance

Yours sincerely

[REDACTED]

Marlow FM

[REDACTED]

From: [Hilary Martin](#)
To: [REDACTED]
Subject: Re: Marlow Parish Poll, 9 May
Date: 24 April 2024 14:53:17

Dear [REDACTED]

Thank you, we will ensure that the notice is posted on the Parish notice boards and on the Council website. I will not be attending the count, however I have informed Councillors that if they wish to attend that they need to respond by April 30th.

Best wishes

Hilary

Mrs Hilary Martin PSLCC
Town Clerk

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024
hilarymartin@marlow-tc.gov.uk

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From: [REDACTED]
Sent: 24 April 2024 14:41
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Marlow Parish Poll, 9 May

Dear Hilary,

Please find attached the notice of poll for the Marlow parish poll on 9 May. Please can you display this notice within the parish?

Will anyone from the parish council want to attend the count? The count isn't a public event and is restricted to the proposer of the parish poll questions. You don't have to send anyone. I just wanted to check if someone from the parish council may want to attend? If you would like to send someone from the parish council to attend the count please can you let me know by Tuesday 30 April? We'll be

counting the votes at Marlow Football Club at close of poll just after 9pm on 9 May. We will publish the declaration of results on our website and I'll send you a copy of this via email too.

If you have any questions please let me know.

Best regards,

[REDACTED]
[REDACTED]
[REDACTED]

Buckinghamshire Council

[REDACTED]
[REDACTED]

Electoral Services

[REDACTED]
[REDACTED]

The Gateway, Gatehouse Road, Aylesbury, HP19 8FF



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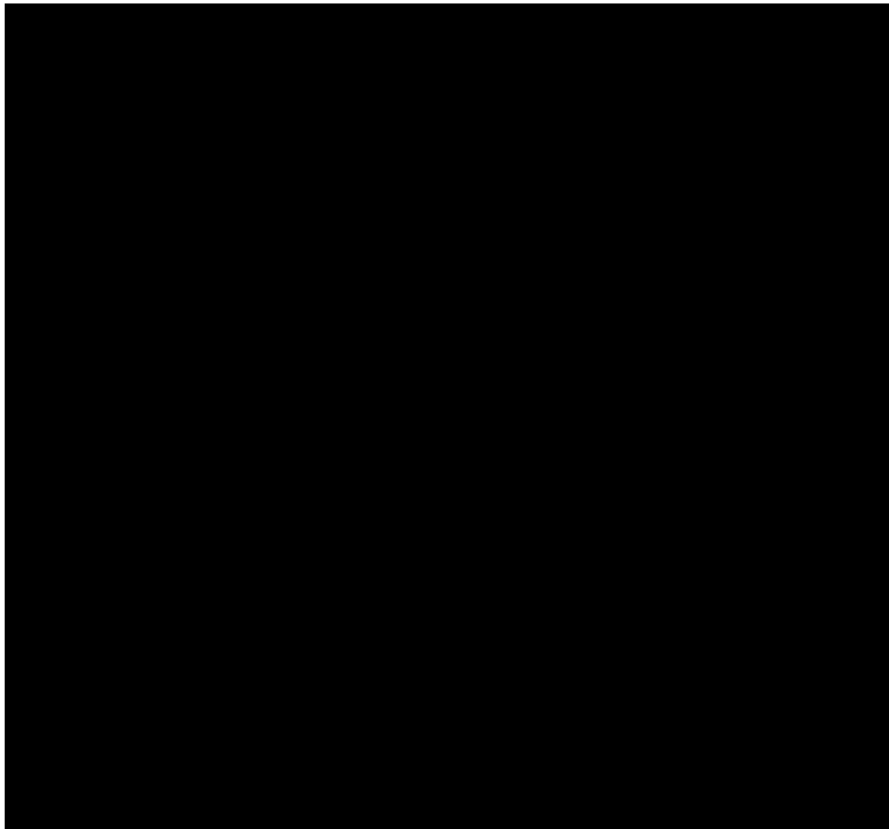
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hilarymartin@marlow-tc.gov.uk

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On 18 Mar 2024, at 11:15, Hilary Martin

<hilarymartin@marlow-tc.gov.uk> wrote:

Dear [REDACTED]

I hope that you are well?

Just a heads up that Marlow FM are doing a Charity Walk in the park after the May Fayre on May 11th there will be 10 of them walking around in the park from 8pm till around midnight, just so your guys are aware.

Many thanks

Hilary

***Mrs Hilary Martin PSLCC
Town Clerk***

MARLOWTOWNCOUNCIL
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024
hilarymartin@marlow-tc.gov.uk

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From: [Jocelyn Towns](#)
To: [Hilary Martin](#)
Cc: [Carol Heap](#)
Subject: RE: Parish Poll
Date: 24 April 2024 16:01:25

Hi Hilary,

I would like to attend the Poll count please.

Jocelyn

Jocelyn Towns
Councillor

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

01628 484024 / 07715 547251

jtowns@marlow-tc.gov.uk

From: Hilary Martin <hilarymartin@marlow-tc.gov.uk>

Sent: Wednesday, April 24, 2024 2:51 PM

To: Richard Scott <rscott@marlow-tc.gov.uk>; Jocelyn Towns <jtowns@marlow-tc.gov.uk>; T Avery <tavery@marlow-tc.gov.uk>; Roger Wilson <rwilson@marlow-tc.gov.uk>; N Marshall <nmarshall@marlow-tc.gov.uk>; Chris Funnell <cfunnell@marlow-tc.gov.uk>; R Cadman <rcadman@marlow-tc.gov.uk>; Carol Heap <CarolHeap@marlow-tc.gov.uk>; Chris Hoyle <choyle@marlow-tc.gov.uk>; Colleen Stapley - Marlow Town Council <cstapley@marlow-tc.gov.uk>; David Brown <dbrown@marlow-tc.gov.uk>; Natalia Mityaeva <nmityaeva@marlow-tc.gov.uk>

Subject: Parish Poll

Dear members

Please see attached and below received to day from electoral services.

Dear Hilary,

Please find attached the notice of poll for the Marlow parish poll on 9 May. Please can you display this notice within the parish?

Will anyone from the parish council want to attend the count? The count isn't a public event and is restricted to the proposer of the parish poll questions. You don't have to send anyone. I just wanted to check if someone from the parish council may want to attend? If you would like to send someone from the parish council to attend the count please can you let me know by Tuesday 30 April? We'll be counting the votes at Marlow Football Club at close of poll just after 9pm on 9 May. We will publish the declaration of results on our website and I'll send you a copy of this via email too.

If you have any questions please let me know.

Best regards,

[REDACTED]

[REDACTED]

[REDACTED]

Buckinghamshire Council

If you wish to attend the count please advise by Tuesday April 30th. As raised by Cllr Hoyle at the recent TC meeting the information will also be added to the website.

Best wishes

Hilary

Mrs Hilary Martin PSLCC

Town Clerk

MARLOWTOWNCOUNCIL

Court Garden

Pound Lane

Marlow

Bucks SL7 2AG

01628 484024

hilarymartin@marlow-tc.gov.uk

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