



Marlow Town Council
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Minutes of the Town Council meeting held on Tuesday 5th August 2025 at 7.00pm in the Higginson Room, Court Garden House, Pound Lane, Marlow.

Present: Town Mayor Cllr M Boulay, Cllr O Elliott, Cllr E Hawkins, Cllr G Nuttall
Cllr L Riches, Cllr F Schoofs, Deputy Mayor Cllr J Simnett, Cllr M Skoyles, Cllr K Thomson,
Cllr J Towns, Cllr J Whelan, Town Clerk Mrs H Martin, Deputy Clerk Mrs K Joy

Also present: 20 members of the public

Public forum:

- Q:** A concern was raised regarding overhanging vegetation in Spinfield Lane.
- A:** The Town Clerk responded that the Local Area Technician had inspected the site and no further action had been recommended.
- Q:** A concern was raised about a planning application to be heard at committee after the TC meeting. The resident wanted members to be aware of the antisocial behaviour experienced by neighbours of the proposed application address.
- A:** The meeting noted the concern.
- Q:** Was the painted footpath (running between Oaktree Rd and Wethered Rd) on the agenda.
- A:** The Town Clerk responded that the project was no longer in the ownership of the Council and it was not featured on the agenda.

[Reports](#) from Buckinghamshire Councillors. Verbal reports had also been submitted to members prior to the meeting.

M.29.25 Apologies for absence

Resolved:

That the Council accepts apologies from Cllr P Burden.

M.30.25 Declarations of interest

There were no declarations of interest.

M.31.25**Communications from the Town Mayor**

Event	Attendee
14.06.25 Marlow Town Regatta	Mayor and councillors
16.06.25 Marlow Energy Group Schools Competition Prize Giving	Mayor
17.06.25 RAF Naphill Annual Formal Reception	Deputy Mayor
21.06.25 Dorney Lake Regatta	Mayor
23.06.25 Rev Sarah Jones, All Saints Church meeting	Mayor
29.06.25 Dementia Action Marlow Summer BBQ	Mayor & Cllr Whelan
09.07.25 Beyond Boundaries Fundraising Launch event	Mayor
10.07.25 Great Marlow School Celebration of Success event	Deputy Mayor
13.07.25 High Wycombe Mayor's Civic Service	Mayor
14.07.25 Visit to One Can Trust	Mayor, Cllr Whelan, Cllr Hawkins
15.07.25 Swan Upping	Mayor
15.07.25 George & Dragon Launch event	Deputy Mayor
16-17.07.25 Marlow C of E School visits to May Balfour Garden	Mayor, Cllr M Skoyles Cllr J Towns
18.07.25 Rev Kenneth Claassen, Marlow Baptist Church meeting	Mayor
18.07.25 Rev Kenneth Baird, Newfield Community Church meeting	Mayor
24.07.25 Joy Morrissey meeting	Mayor
25.07.25 Oh Shala Festival	Mayor
28.07.25 Peter Evans, Chair of Marlow Chamber of Trade & Commerce meeting	Mayor

M.32.25**Town Council minutes****Resolved:**

That members agree the minutes dated [10.06.25](#) are a true record and That items 'carried forward' would feature on future agendas.

M.33.25**Committee minutes**

[08.07.25](#)

Resolved:

That the Town Council noted all the committee minutes published since the last meeting.

M.34.25**Management accounts****Resolved:**

That Council approved the management accounts dated May 2025.

M.35.25**Adopt High Street BT phone box**

The Mayor recommended that Council apply to adopt the redundant (double) phone box kiosk in the High Street and appoint the events working group to look at possible uses for the kiosk. Council has previously adopted kiosks in various locations throughout the town. It was recommended that £250 be added to the 2026-27 budget for maintenance costs. It was noted that Transition Town Marlow had expressed an interest in adopting the boxes.

Resolved:

That Council approved the adoption of the kiosks and appointed the events working group to bring suggested uses back to Council.

M.36.25**Representative to outside body appointment****Resolved:**

That Council approved Cllr P Burden as the representative to the Marlow Museum.

M.37.25**Events working group****Resolved:**

That Council agreed the following members be appointed to the events working group:

Cllr J Simnett., Cllr F Schoofs, Cllr J Towns, Cllr J Whelan

M.38.25**Policies**

The following policies had been reviewed or were now required by law.

Environment; Sustainable Procurement; Expenses

Resolved:

That footnotes containing website links would be removed and replaced with a definition. That members approve the policies.

M.39.25**Marlow Carnival****Resolved:**

That the events working group coordinate a Council presence at the Marlow carnival on Saturday 13th September 2025.

M.40.25**Visioning and strategy****Resolved:**

That a spend of up to £6,000 be approved on a yet to be agreed supplier to produce the strategy document. The spend to be taken from reserves.

M.41.25**Winter planting**

The cost for both summer and winter planting in all Marlow locations is £21,948. To enable winter planting to be completed in all areas members are requested to approve a spend of £4,948 to ensure that all planting is completed. The spend to be taken from Town Improvement Reserves.

It is noted that members want to undertake a review of the town's floral dressing with particular regard to:

- Generating less waste
- Creating more insect friendly plants
- Being cost effective

Resolved:

That members approved a spend of £4,948 from Town Improvement reserves to complete this year's planting and that members undertake a floral dressing review.

M.42.25**Civility and respect pledge**

Members were requested to sign up to the civility and respect pledge.

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Our council has committed to training Councillors and staff.	
Our council has signed up to Code of Conduct for Councillors	
Our council has good governance arrangements in place including staff contracts, and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment if and when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	

Resolved:

That members agreed to sign the pledge.

M.43.25**Temple footbridge**

Proposed motion from Cllr M Skoyles. To establish a working group to support Temple footbridge redevelopment and reopening.

Council debated how best support existing efforts. The meeting heard a summary of stakeholders communications and the current working group so far.

Resolved:

That Marlow Town Council:

1. Recognises the ongoing closure of the Temple Footbridge (near Temple Lock) as a significant and prolonged disruption to the Thames Path National Trail, negatively affecting local residents and the wider walking and outdoor community.
2. Acknowledges the responsibility for the bridge lies with the Environment Agency, and notes that while partial government funding has been secured, the full replacement cost significantly exceeds current allocations.
3. Supports the work of the existing working group and will review any future plans pertaining to Temple footbridge.

M.44.25**Information report**

- a) Freedom of information request received Friday June 20th, 2025.

A request was made on 20.06.2025 and responded to on 24.06.2025.

Members noted the report.

M.45.25**Reports from outside representatives**Cllr J Towns

Reported attending a meeting of the Marlow Chamber of Commerce 21.07.2025. Membership had been growing in recent months. The Bringing Marlow Together survey had been collated and a panel of speakers for the relevant topics was being sources. The event would be open to non-members.

The Chamber would be setting up a meeting regarding 'Making Tax Digital'.

Late Night Shopping is on the 4th December. Volunteers are needed to help during the day and evening.

The next BID Board meeting is in September. Occupancy on the business park is currently around 90%.

Cllr E Hawkins

Reported attending a meeting of the Marlow Society and shared that Councillors had met with the Bucks waste management team regarding ways to improve bin emptying. Residents are encouraged to report overflowing bins to Fix My Street.

Higginson Park celebrates its 100th anniversary in 2026, Marlow Town Council will endeavour to be involved with the celebrations.

M.46.25

Date and time of next meeting

Tuesday 7th October 2025

The meeting closed at 8.30pm

Town Mayor..... Date