



**Marlow Town Council**  
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**To Members of the Resources Committee:**

Cllr F Schoofs (Chair), Cllr E Hawkins, Cllr G Nutall, Cllr R Riches, Cllr J Simnett, Cllr K Thomson, Cllr J Towns, Cllr J Whelan, Cllr M Boulay (Town Mayor)

A meeting of the Resources Committee will be held on Tuesday 9<sup>th</sup> September 2025 at 7.00pm in The Town Council Office Court Garden, Pound Lane, Marlow and you are hereby summoned to attend:

Signed: [Katherine Joy](#)

Deputy Town Clerk | Date 04.09.2025

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**Agenda**

RC.17.25	Apologies for absence	
RC.18.25	Declarations of interest	
RC.19.25	Minutes of the previous meeting dated 08.07.2025	
RC.20.25	Management Accounts	Decision
RC.21.25	Allotment Proposal to Extend Tenancy to Marlow Bottom Residents	Decision
RC.22.25	Visit Thames Website	Decision
RC.23.25	Grant Applications	Decision
RC.24.25	New Grant Scheme Proposal	Decision
RC.25.25	Information Reports	Information
	<ul style="list-style-type: none"><li>• Accounts paid</li><li>• Investments</li><li>• Christmas Lights</li><li>• Town Bus</li></ul>	
RC.26.25	Date and time of next meeting	Information

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.

**RC.17.25      Apologies for Absence**

**RC.18.25      Declarations of Interest**

**RC.19.25      Minutes of the previous meeting dated [08.07.2025](#)**

**RC.20.25      Management Accounts**

Click [here](#) for the following schedules dated 31.07.2025

Commentary

Income and Expenditure

Grants schedule

Bank Reconciliation

Copy bank statements – Treasury Account

Copy bank statements – Imprest Account

**Recommended**

That the management accounts dated 31.07.2025 be recommended to full council for approval

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## RC.21.25 Allotment Proposal to Extend Tenancy to Marlow Bottom Residents

Interest in tenancies at both Hanging Hill and Foxes Piece allotment sites had declined in the earlier months of the year. For the first time, the Council had no waiting list for either site.

### Current Allotment Dashboard

	HH	FP
Vacant Allotments	16	5
Less: New tenants in process	- 2	- 3
Waiting List	- 4	- 4
Available Allotments	10	-2

In light of the available capacity, Council is asked to consider extending the eligibility for allotment tenancies to individuals residing outside the parish boundary.

Specifically, it is proposed that residents of Marlow Bottom — who currently have no allotment provision within their own parish — be permitted to apply for vacant plots.

Terms:

- Tenancies offered to residents outside of the parish would be subject to a rental fee set at 20% above the standard rate charged to in-parish tenants.
- Should demand increase and a waiting list become necessary in future, priority for available plots will revert to in-parish residents.

### **Recommended**

That members agree to extending allotment tenancies to residents of Marlow Bottom but in the event of waiting lists being required that priority is given to in-parish residents.

## RC.22.25 Visit Thames Website

Marlow Town Council has previously subscribed to the [Visit Thames website](#) , which promotes tourism and local engagement across the Thames Valley region. The annual subscription of £375-00 is now due and Council is asked to consider whether to renew the subscription for the forthcoming year.

### Statistics data for 2024 and 2025

### **Recommended**

That members decide whether to proceed with the renewal for the forthcoming year.

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## **RC.23.25 Grant Applications**

Completed Grant application forms have been received from the following organisations. The full grant applications can be viewed by clicking on the organisations name below. As at today's meeting date the balance available in Grants stands at £0 (Excluding Reserves of £7,963-40)

### **Funding Request**

**Marlow Camera Club**

£500-00

### **Recommended**

That members determine the grants as detailed above.

## **RC.24.25 New Grant Proposal Scheme**

The proposal aims to introduce a more structured, consistent, and transparent Community Grant process to ensure a greater and more measurable impact within the Marlow community. As part of this initiative, an annual event will be held each March to bring together representatives from all community organisations and charities that serve Marlow. This event will not only serve as a platform to thank them for their invaluable contributions but also to strengthen relationships, share updates, and promote collaboration across the community.

### **New Grant Proposal**

### **Recommended**

1. That the Committee agrees to the new Community Fund scheme, with Community Grants and Community Seed Funding, as proposed. The Grants & Donations Policy to be amended accordingly. The website and form to be updated accordingly.
2. That the Committee recommends to the Town Council to allocate £50k in the 2026/2027 budget to be awarded as Community Grants and Community Seed Funding.
3. That the Committee recommends to the Town Council to hold a community celebration & grant award event and allocate £8.5k in the 2026/2027 budget to host the event.

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**RC.25.25 Information Reports**

Accounts Paid - this is the list of payments made since the last meeting.

Investments – Public Sector Deposit Fund & Local Authorities Property Fund Statement as of 31<sup>st</sup> July 2025

CCLA News

PSDF – Changes to Charges

**Christmas Lights** – Deputy Town Clerk to give a verbal update

Town Bus Report – Cllr F Schoofs to give a verbal update on the Town Bus.

**Members are requested to note the reports.**

**RC.26.25 Date and time of next meeting - Tuesday 4<sup>th</sup> November 2025 at 7.00pm**

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