



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 4th November at 7.00pm in The Town Council Office Court Garden, Pound Lane, Marlow and you are hereby summoned to attend:

Signed: [Hilary Martin – Town Clerk](#)

| Date 30.10.2025

Agenda

RC.26.25	Apologies for absence	
RC.27.25	Declarations of interest	
RC.28.25	Minutes of the previous meeting dated 09.09.2025	
RC.29.25	Management Accounts	Decision
RC.30.25	Grants	Decision
RC.31.25	Ground Maintenance Contract	Decision
RC.32.25	Hanging Baskets & Foral Displays	Decision
RC.33.25	Investments & Financial Management	Decision
RC.34.25	Information Reports	Information
	• Accounts paid • Investments • Cyber Essentials	
RC.35.25	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.26.25 Apologies for Absence

RC.27.25 Declarations of Interest

RC.28.25 Minutes of the previous meeting dated 09.09.2025

RC.29.25 Management Accounts – 30th September 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 30.09.2025 be recommended to full council for approval

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RC.30.25 Grants

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 United Charities](#)

£3,500-00

[Chiltern Arts](#)

£500-00

Recommended

That members determine the grants as detailed above.

RC.31.25 Grounds Maintenance Contract

The Town Council's current ground maintenance contract with John O'Conner has delivered a consistently high standard of service across the town's open spaces, cemeteries, and recreation areas. The contract is due to expire at the end of the current financial year.

Officers have reviewed the contract performance and cost base, concluding that a one-year extension provides the best balance between maintaining service continuity and allowing sufficient time for the Council to complete its ongoing Visioning and Strategy exercise. This exercise will help shape future priorities, service standards, and budget parameters for a longer-term ground maintenance arrangement.

The proposed 4% increase reflects inflationary pressures within the sector and ensures continued delivery of the enhanced service currently enjoyed by residents and visitors.

Recommended

That the extension to the ground maintenance contract be recommended to full council for approval

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RC32.25 Hanging Baskets and Floral Displays

The Town Council currently contracts Windowflowers to provide floral displays throughout the town centre. While the displays contribute significantly to the town's visual appeal and visitor experience, the Council recognises the need to review the scale, environmental impact, and cost of this provision.

Aligning the floral dressing programme with the Environment and Sustainable Procurement Policy will support the Council's wider sustainability objectives, including reducing carbon impact, increasing use of locally sourced plants, and minimising waste.

Extending the arrangement with Windowflowers for the 2026 summer season ensures continuity of service while allowing sufficient time to conduct a full review and explore future options for a more sustainable and locally supported floral programme.

Recommend

That Marlow Town Council extends the arrangement with Windowflowers for the summer season, and that a review be completed in Spring 2026 to enable the sourcing of suppliers for the 2026 winter season, be recommended to Full Council for approval.

RC33.25 Investments & Financial Management

The attached document provides members with an overview of Marlow Town Council's current investment arrangements and outlines potential opportunities for improved returns and the establishment of future review processes.

[Investments & Financial Management - A Review](#)

Report and Proposal by Cllr J Simnett

Recommended

That the following recommendations be taken to full council for approval

1. To monitor performance of the CCLA Property Fund for the coming quarter and revisit in March 2026 with CCLA team to ascertain whether funds should be moved elsewhere.
2. For Officers to receive a demonstration and provide a feedback report on the features of the Insignis platform. The aim would be to move away from Lloyds Bank to Insignis for all our everyday accounts and payments.

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RC.34.25 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 30th September 2025

Cyber Essentials – Certification complete

Members are requested to note the reports.

RC.35.25 Date and time of next meeting - Tuesday 13th January 2026 at 7.00pm

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