



**Minutes of the Resources Committee meeting held on 13<sup>th</sup> January 2026 at 7pm in The Town Council Office, Court Garden, Pound Lane, Marlow**

**Present:** Cllr F Schoofs (Chair), Cllr M Boulay (Mayor), Cllr E Hawkins, Cllr G Nuttall, Cllr L Riches, Cllr J Simnett, Cllr J Towns, Mrs H Martin (Town Clerk), Mrs D Abbott (Admin)

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**RC.36.25 Apologies for Absence**

**Resolved:**

Apologies from Cllr K Thomson were accepted

**RC.37.25 Declarations of Interest**

There were no declarations of interest made in respect of items on the agenda

**RC.38.25 Minutes of the previous meeting dated 04.11.2025**

**Resolved:**

That the minutes dated 14.11.2025 were agreed as a true record

**RC.39.25 Management Accounts**

**Resolved:**

That the management accounts for the period ending 30<sup>th</sup> November 2025 be recommended to Full Council for approval.

**RC.40.25 Grants**

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.

Completed Grant application forms were received from the following organisations.

<a href="#">Bucksmind</a>	Funding Agreed £0 -00
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**Resolved:**

It was agreed by members that officers contact the applicant for additional information, and that consideration of the grant application be deferred to the next Resources Committee meeting.

**RC.41.25      Review of Accountancy & Payroll Services**

Members discussed the current accountancy and payroll services provided by Pink Affinity Ltd and the need to review value for money and scope of services.

**Resolved:**

That members agreed that officers:

- Confirm the scope of accountancy and payroll services currently provided by Pink Affinity Ltd
- Obtain four quotes from local providers (within a 30-mile radius, including Pink Affinity Ltd) for the same services
- Report the comparable results back to the Resources Committee for consideration

**RC42.25      Banking Options Briefing**

Members received a briefing on the Insignis Platform and considered options for managing council banking and surplus cash balances in comparison with the current Lloyds Bank arrangements.

**Resolved:**

That members agreed that the Council retains Lloyds Bank as its primary transactional banking provider and authorises a pilot of Insignis using surplus cash of a value to be determined by a small working group subject to:

- Legal and procurement due diligence – Treasury Management Policy & Financial Regulations
- Auditor approval
- Confirmation of FSCS coverage and account structure
- Full Council approval

**RC.43.25      Marlow Cemetery Chapel Refurbishment**

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Members considered a [report](#) and proposal regarding the refurbishment or rebuilding of the Marlow Cemetery Chapel to enable future use for burial services and community purposes.

**Resolved:**

That members agreed to the following:

- Officers obtaining three quotes for refurbishment works and reporting back to the Committee
- Officers obtaining three quotes for a document scanning and archiving project
- Officers investigating available grants and whether current reserve levels would affect eligibility, and reporting back to the Committee

**RC.44.25**

**Cemetery Capacity for Burials**

Members considered the current and future capacity of Marlow Cemetery for full burials, noting the reputational and operational risks associated with limited burial availability.

**Resolved:**

That members agreed to authorise to cost and commission the necessary test digging to assess potential additional burial capacity at Marlow Cemetery, at a maximum cost of £1,000.

**RC.45.25**

**Cemetery Fee Review**

Members considered a proposal to increase cemetery and memorial fees by 3% in line with CPI and CPIH.

**Resolved:**

That members agreed that the cemetery and memorial fees be increased by 3% with effect from February 2026.

**RC.46.25**

**Information Reports**

[Accounts Paid, Investments](#)

**Members noted the reports**

**RC.47.25**

**Date and time of next meeting -** Tuesday 13<sup>th</sup> January 2026 at 7.00pm

Signed..... Date.....  
(Chair)

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