



Minutes of the Planning and Transport Committee meeting held on 3rd February 2026 at 7pm in the Town Council Office, Court Garden, Pound Lane, Marlow

Present: Cllr O Elliott (Chair), Cllr M Boulay (Mayor), Cllr P Burden, Cllr Liz Riches, Cllr M Skoyles, Cllr J Whelan, Mrs D Abbott (Admin), Mrs H Martin (Town Clerk)

Members of the public: 0

PT.30.25 Apologies for absence

PT.31.25 Declarations of interest
No interest was declared

PT.32.25 Minutes of the previous meeting dated [20.01.2026](#)

Resolved:

That the minutes dated 20.01.2026 were agreed and signed as true record

PT.33.25 Consideration of planning sheet [03.02.2026](#)

Members reviewed the current planning applications on planning sheet 03.02.2026 and the comments were submitted to Buckinghamshire Council.

PT.34.25 Planning and Transport Working Groups

Members were asked to consider and agree the formal establishment of the following working groups including the membership of each group to support the effective delivery of the projects.

Visitor Parking Working Group – Members – Cllr F Schoofs, Cllr J Towns, Cllr O Elliott

Central Highway Space Working Group – Members – Cllr F Schoofs, Cllr G Nuttall, Cllr M Skoyles

Town Bus Working Group – Members – Cllr F Schoofs, Cllr O Elliott

Enforcement Working Group – Members – Cllr O Elliott, Cllr J Towns

Car Share Working Group – Members – Cllr F Schoofs, Cllr J Whelan

Resolved:

That members agreed to the establishment and membership of the above working groups and agreed to take them to the Transport Working Group for validation and prioritisation.

PT.35.25 Local Cycling and Walking Infrastructure Plan (LCWIP)
Members were asked to establish a working group to define the scope of a Marlow LCWIP, identify external stakeholders and potential funding sources, and prepare a project brief to enable officers to obtain three quotes for work needed from suitably qualified consultants. A report would then be brought to Full Council, setting out options, costs and recommendations.

Resolved:
That members agreed to defer the project.

PT.36.25 How to request a change to parking controls
Members were asked to consider the attached press release content aimed at informing residents of the process for requesting a change to parking controls. [Press Release content](#)

Resolved:
That members agreed to the issue of the press release advising residents to submit requests for changes to parking controls through to Highways at Buckinghamshire Council.

PT.37.25 Hedge Report Procedure
Members were asked to note the process, including how reports are assessed, actioned, and responded to. [Hedge Report procedure](#)

Resolved:
That members noted the report

PT.38.25 Information Reports
Verbal reports on the Town Bus, Local Plan, and the FixMyStreet meeting were given by Cllr Olwen Elliott.

Resolved:
That members noted the reports

Meeting closed 8:15pm

PT.39.25 Date and time of next Plans Only meeting - 17th February 2026 at 7pm

PT.40.25 Date and time of next full Planning and Transport meeting - 3rd March 2026 at 7pm

Signed Date.....
(Chair)