



**Marlow Town Council**  
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**To members of the Environment and Community committee:**

**Chair Cllr M Boulay, Cllr O Elliott, Cllr E Hawkins, Cllr G Nuttall,  
Cllr L Riches, Cllr F Schoofs, Cllr M Skoyles, Cllr J Towns, Cllr J Whelan**

A meeting of the Environment and Community committee will be held on **Tuesday 23<sup>rd</sup> June 2026** at **6.45pm** or at the close of the plans only meeting preceding it, whichever is the later in the **Town Council office**, Court Garden, Pound Lane, Marlow, and you are hereby summoned to attend:

Signed: *Katherine Joy* Deputy Clerk | Date 18.06.26

## **Agenda**

<b>EC.01.26</b>	<b>Apologies for absence</b>	Decision
<b>EC.02.26</b>	<b>Declarations of interest</b>	Information
<b>EC.03.26</b>	<b>Welcome to Marlow information</b>	Decision
<b>EC.04.26</b>	<b>Community Forum</b>	Decision
<b>EC.05.26</b>	<b>Volunteering</b>	Decision
<b>EC.06.26</b>	<b>Website page</b>	Decision
<b>EC.07.26</b>	<b>Catering at Council events</b>	Decision
<b>EC.08.26</b>	<b>Carbon accounting</b>	Decision
<b>EC.09.26</b>	<b>Tree planting</b>	Decision
<b>EC.10.26</b>	<b>Information reports</b>	Information
	<b>a) Water testing</b>	
	<b>b) Litter and waste management</b>	
<b>EC.11.26</b>	<b>Date and time of next meeting</b>	Information

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#### **EC.01.26 Apologies for absence**

#### **EC.02.26 Declarations of interest**

#### **EC.03.26 Welcome to Marlow information**

As part of the Council's Vision & Strategy exercise, it was suggested to create a "Welcome to Marlow" information flyer for new residents. This idea was tested with several residents, the majority of which (around 80%) would or might find it useful and helpful to receive this upon arriving in Marlow.

The opinions were split between fully digital or also including a physical aspect. Information indicated as helpful included: a list of key services and contact details, a list of all schools and community organisations, a map of the town, public transport information and an events calendar.

Some of this information is already available on the Council's website and is easier to maintain on there. The proposal is to create a single access point page that refers to other parts of the Council website and a physical flyer that contains some key information and refers people to the website. The distribution mechanism for the physical flyer would be via local estate agents.

#### **Recommended:**

1. That a website page be created for new residents, clearly visible and easily accessible from the homepage, that refers to the key information items outlined above elsewhere on the website. The website page should allow basic visitor tracking in terms of numbers and what they click on, to the extent possible with the existing website.
2. That a tri-fold A4 flyer be produced that contains an extract of the key information outlined above.
3. Contact local estate agents and ask them to distribute the flyer to new residents in the remainder of 2026.

#### **EC.04.26 Community Forum**

Over the past year, the Council organised several "Community Forum" events, inviting local community organisations to connect and share. This has been well received by all attendees, and this recommendation seeks to continue the series going forward.

#### **Recommended:**

1. That the committee agree to organise a twice-yearly Community Forum where all local community organisations are invited.
2. That the next meeting will be run in the autumn 2026 - date TBC based on venue availability.
3. That Council be recommended to approve expenditure for the venue hire and refreshments costs.
4. That Council allocate £1,000 in the 2027-28 budget for these events

#### **EC.05.26 Volunteering**

In conversation with several local community organisations, it appears that many are looking for volunteers, whether as minibuss drivers, nature wardens or to help run the organisation. At the same time, many residents polled in a small focus group do not currently volunteer (around 60%). Part of that is not knowing what opportunities are available.

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**Recommended:**

1. That the Council engage with the South Bucks community board to coordinate a "volunteer fair" in autumn 2026 to be held in Marlow.
2. That with officers the working group create copy for a Council website page that lists the benefits of volunteering, opportunities available and links to appropriate websites.
3. A press release to announce the launch of both.

**EC.06.26 Website page**

The Environment & Community committee(E&C) pages need to be refreshed and updated to reflect the new strategy.

**Recommended:**

1. That working with officers the working group creates copy for the E&C website page

**EC.07.26 Catering at Council events**

The UK government recommends a dietary pattern in which plant foods make up the majority of what people eat. The recommendation below is consistent with UK Government healthy eating guidance and is supportive of British agriculture. Providing vegetarian and vegan food at Council events aligns with the Council's commitment to reducing environmental impact and contributes to the broader national effort to achieve the UK's net zero target by 2050.

**Recommended:**

That catering at events hosted by the Council will only provide vegetarian and vegan food and at "paid for" events will provide vegetarian and vegan food as the majority of offerings.

**EC.08.26 Carbon accounting**

The last carbon footprint for the Council was performed 5 years ago and needs updating.

**Recommended:**

1. That Cllr M Boulay perform the carbon accounting exercise, free of charge, based on utilities, council van mileage and other purchases.
2. That the carbon footprint report be shared with the E&C committee
3. That the Climate Adaptation Plan working group formulate and propose a carbon offsetting scheme and budget for adoption and approval by Council.
4. That Council allocate expenditure in the 2027-28 budget for the carbon offsetting scheme subsequent to the scheme being adopted and funding approved.

**EC.09.26 Tree planting**

A tree planting scheme proposal was submitted to the Council 4 years ago on behalf of ReLeaf Marlow. The proposal needs to be reviewed and adapted to today's circumstances.

**Recommended:**

That the Climate Adaptation Plan working group revise the proposal and submit the amended scheme to the E&C committee at the next meeting.

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- EC.10.26 Information reports**  
a) **Water testing**  
b) **Litter and waste management**

**EC.11.26 Date and time of next meeting**

Tuesday 18<sup>th</sup> August 2026 – after plans only – time tbc

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