



Marlow Town Council
Court Garden
Pound Lane
Marlow
SL7 2AG

E: office:marlow-tc.gov.uk
T: 01628 484 024

Minutes of the Environment and Community committee held on Tuesday 23rd June 2026 at 6.50pm in the **Town Council office**, Court Garden, Pound Lane, Marlow.

Present: Chair Cllr M Boulay, Cllr O Elliott, Cllr E Hawkins, Cllr G Nuttall, Cllr L Riches, Cllr F Schoofs, Cllr J Towns, Cllr J Whelan, Deputy Clerk Mrs K Joy, Deputy RFO Mrs D Abbott, 3 members of the public.

EC.01.26 Apologies for absence

Resolved:

Apologies for absence were accepted from Cllr M Skoyles and from the Mayor as ex-officio.

EC.02.26 Declarations of interest

There were no declarations of interest.

EC.03.26 Welcome to Marlow information

As part of the Council's Vision & Strategy exercise, it was suggested a "Welcome to Marlow" information flyer be created 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, and an initial nominal print run would be produced in house by officers.

Resolved:

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 as 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.

Resolved:

1. That the committee agree to organise a twice-yearly Community Organisations 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 venue hire and refreshments costs of £200 per forum.
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 minibus 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.

Resolved:

1. That the Council engage with the West Chilterns 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.

Resolved:

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.

Resolved:

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.

Resolved:

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 on behalf of ReLeaf Marlow. The proposal needs to be reviewed and adapted to today's circumstances. It was noted that the Climate Adaptation Plan working group would work with other relevant MTC working groups where projects cross over.

Resolved:

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

EC.10.26 Information reports

a) Water testing

Cllr M Boulay and Cllr O Elliot are currently gathering information from other groups and organisations, establishing gaps in data and finding out what MTC can add to improve the care of the river for residents and river users. The aim was not to replicate what already exists but add value. A proposal would be presented to the committee at a future meeting.

b) Litter and waste management

Cllr E Hawkins and Cllr O Elliott are working on a set of objectives. These included re-starting the Green Heart scheme; investigating the use of smart bins; meeting with BC litter enforcement team; eliminating plastic cutlery from food outlets; MTC green waste disposal / composting.

Members noted the reports.

EC.11.26 Date and time of next meeting

Tuesday 18th August 2026 – after plans only – time tbc

Committee Chair Date.....