Debbie Abbott

Sent: 05 November 2026 16:51
To: [redacted]
Cc: Hilary Martin
Subject: Arrangements for your visit to Marlow on Sunday 8th November
Attachments: [redacted] - Invitation to Marlow Remembrance Service and Parade 2026.pdf

Dear [redacted]

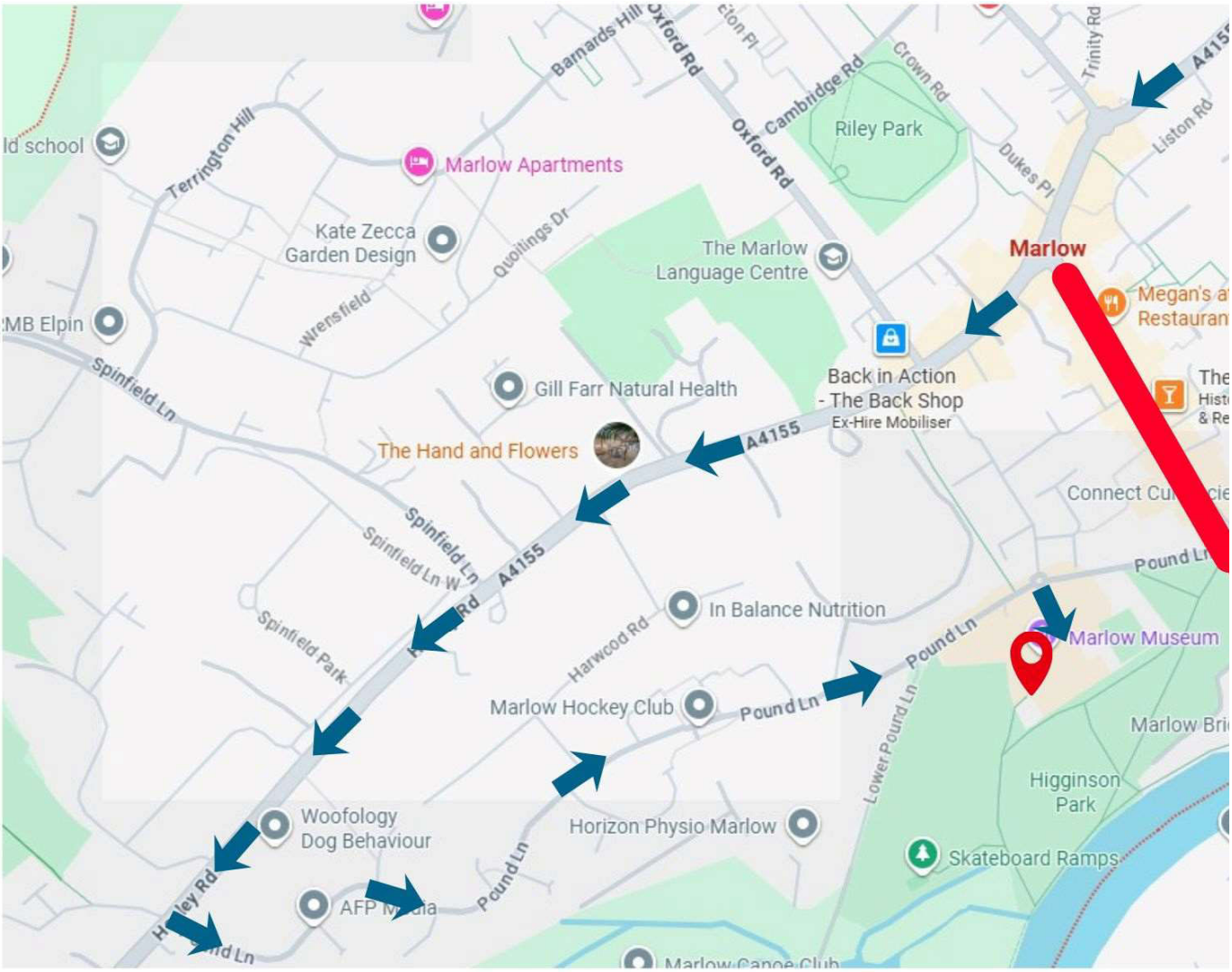
Cllr Jenny Simnett, Mayor of Marlow is looking forward to welcoming you and [redacted] to Marlow on Sunday 8th November for the Remembrance Service and Parade.

The High Street will be closed for the service from 8am. The best place to park in the Pound Lane carpark (by Court Garden House). Please see a map below showing the route to take to avoid the road closure.

A wreath and ceremony of remembrance booklet will be provided on your arrival at 10.15 – 10.30am. You will be instructed at the given point during the service to lay the wreath.
At the close of the service, you will be accompanied by Cllr Simnett with other dignitaries to the saluting base and on your return will proceed to the Higginson Room in Court Garden House for light refreshments.

We have arranged lunch on Sunday at the George and Dragon at 13.30 with Cllr Simnett, the [redacted].
All venues are within walking distance and are flat. Should it be raining, umbrellas aren't permitted and we would suggest bringing a hat.

Come into Marlow via the A4155



Best wishes

Louise Anderson
PA to Town Mayor and Administration Officer

MARLOW
TOWN COUNCIL

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

Debbie Abbott

From: Katherine Joy
Sent: 06 November 2026 13:59
To: Jennifer Simnett
Subject: Remembrance Reception

Hi Jenny

I've just been notified that RBL Marlow want to make a presentation to [redacted] at the reception on Sunday. They want to thank them [redacted]

[redacted] would like to present a plant and voucher and say a few words. I hope this is okay with you? Perhaps after your words of welcome etc you could call [redacted] forward?

Let me know if this is okay with you.

Many thanks
Katherine

Katherine Joy
Deputy Clerk

MARLOW TOWN COUNCIL

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Debbie Abbott

From: Kathy Thomson
Sent: 05 November 2026 14:37
To: Katherine Joy; Jennifer Simnett
Subject: Re: Remembrance Day 8th November - briefing note

Dear Katherine and Jenny

[redacted]

Many apologies for not joining you on this important day
Hugs
Kathy x

Sent from Outlook for iOS

From: Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>
Sent: Wednesday, November 4, 2026 7:21 pm
To: David Drever <cllr.ddrever@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
Subject: Re: Remembrance Day 8th November - briefing note

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Maybe people would like to see a new mix of remberance (and maybe they would not) with the desire for peace thrown in. We definitely need it more now than ever.

What I would like to hear is John Lennon

singing Imagine

Burt Bacharach with what the world needs now.

Children holding flowers rather than saluting .

Ok maybe it's just me

Shall we ask or not give people the opportunity to have their say?

Peace
J

Sent from Outlook for iOS

From: David Drever <cllr.ddrever@marlow-tc.gov.uk>
Sent: Wednesday, 04 November 2026 17:08:15
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
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Thanks,

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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Katherine Joy
Sent: 30 October 2026 09:08
To: Jennifer Simnett
Subject: Re: Final walk thru Remembrance Day

Hi Jenny

Wednesday afternoon would work best for me - I'll be in the office all afternoon so call in at time of your choosing.

Many thanks
Katherine

Katherine Joy
Deputy Clerk

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Thursday, October 29, 2026 5:07 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Final walk thru Remembrance Day

Hi Katherine
It would be helpful to do one final walk through of the process for Remembrance Day with you.

I can come into the office next week at the following times if any suit you:

- Wed 4th afternoon after 2pm

- Thu 5th any time up to 4pm
- Fri 6th afternoon

Many thanks
Jenny

Jenny Simnett
Mayor

Marlow Town Council
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Debbie Abbott

From: Hilary Martin
Sent: 06 November 2026 10:00
To: Jennifer Simnett; Katherine Joy
Subject: Re: Red coat for Sunday

From: Jennifer Simnett
Sent: Friday, November 6, 2026 9:56 AM
To: Katherine Joy
Cc: Hilary Martin
Subject: Re: Red coat for Sunday

If you look online and at many Remembrance Services, you'll see that red is deemed an acceptable colour.

What about knee length black leather coat?

Best
Jenny

Jenny Simnett
Mayor

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From: Katherine Joy
Sent: 06 November 2026 09:50
To: Jennifer Simnett
Cc: Hilary Martin
Subject: Re: Red coat for Sunday

Hi Jenny

The advice is to wear dark colours.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

Marlow Town Council
Court Garden
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From: Jennifer Simnett
Sent: Thursday, November 5, 2026 10:25 PM
To: Katherine Joy
Cc: Hilary Martin
Subject: Red coat for Sunday

Hi Katherine
I don't possess a formal dark coloured coat. My smartest coat is poppy red.

Do you think I could wear it on Sunday morning?

Best
Jenny

Sent from Outlook for iOS

Debbie Abbott

From: Kathy Thomson
Sent: 05 November 2026 14:31
To: Justin Whelan
Subject: Re: Remembrance Day 8th November - briefing note

From: Justin Whelan
Sent: Wednesday, 04 November 2026 19:21:15
To: David Drever ; Katherine Joy
Cc: Muryel Boulay ; Olwen Elliott ; Emma Hawkins ; Gary Nuttall ; Liz Riches ; Mark Skoyles ; Kathy Thomson ; Jocelyn Towns ; Frank Schoofs
Subject: Re: Remembrance Day 8th November - briefing note
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singing Imagine

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Children holding flowers rather than saluting .

Ok maybe it's just me

Shall we ask or not give people the opportunity to have their say?

Peace
J

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Sent: 05 November 2026 14:29
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Debbie Abbott

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<Briefing Note for Members 2026.pdf>

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<cllr.jwhelan@marlow-tc.gov.uk>; David Drever <cllr.ddrever@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
Subject: Remembrance Day 8th November - briefing note

Dear all

Please find attached this year's Remembrance Day briefing note.

Start time: 10.30am at the War Memorial
All are invited to the reception in Court Garden House afterwards.

If you need any additional information please let me know.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

MARLOW
TOWN COUNCIL

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

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Debbie Abbott

From: Jocelyn Towns
Sent: 05 November 2026 09:25
To: David Drever
Subject: RE: Remembrance Day 8th November - briefing note

Hi David,

I love [redacted], have a great weekend.

Jocelyn

Jocelyn Towns
Councillor

MARLOW
TOWN COUNCIL

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024
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From: David Drever <cllr.ddrever@marlow-tc.gov.uk>
Sent: 04 November 2026 17:08
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
Subject: Re: Remembrance Day 8th November - briefing note

Hi all,

Apologies, I won't be able to attend the Remembrance Day event as we are away [redacted] this weekend.

Thanks,

David

> On 4 Nov 2026, at 16:51, Katherine Joy <katherine@marlow-tc.gov.uk> wrote:
>
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> Kind regards
> Katherine
>
> **Katherine Joy**
> Deputy Clerk
>
> <image.png>
> Marlow Town Council
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>
> <Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Justin Whelan
Sent: 04 November 2026 19:21
To: David Drever; Katherine Joy
Cc: Muryel Boulay; Olwen Elliott; Emma Hawkins; Gary Nuttall; Liz Riches; Mark Skoyles; Kathy Thomson; Jocelyn Towns; Frank Schoofs
Subject: Re: Remembrance Day 8th November - briefing note

Hi all

I always struggle with remembrance services and yes I have had family in the forces as I am sure most of you have.
I do understand the remembrance part however, I think the uniforms, marching and public salutes can make military life and war look admirable even glamorous, when the intention is to pay respect. I would enjoy an open chat with Marlovians about their views.

I get the it's tradition line, but new traditions can start tomorrow. My family did not used to have Baileys on my corn flakes on Christmas day and now that's a family tradition.

Maybe people would like to see a new mix of remberance (and maybe they would not) with the desire for peace thrown in. We definitely need it more now than ever.

What I would like to hear is John Lennon

singing Imagine

Burt Bacharach with what the world needs now.

Children holding flowers rather than saluting .

Ok maybe it's just me

Shall we ask or not give people the opportunity to have their say?

Peace
J

Sent from Outlook for iOS

From: David Drever <cllr.ddrever@marlow-tc.gov.uk>
Sent: Wednesday, 04 November 2026 17:08:15
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
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Kind regards
Katherine

Katherine Joy
Deputy Clerk

<image.png>
Marlow Town Council
Court Garden
Pound Lane
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T: 01628 484024

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<Briefing Note for Members 2026.pdf>

Debbie Abbott

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Debbie Abbott

From: Katherine Joy
Sent: 04 November 2026 16:51
To: Muryel Boulay; Olwen Elliott; Emma Hawkins; Gary Nuttall; Liz Riches; Mark Skoyles; Kathy Thomson; Jocelyn Towns; Justin Whelan; David Drever; Frank Schoofs
Subject: Remembrance Day 8th November - briefing note
Attachments: Briefing Note for Members 2026.pdf

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Deputy Clerk

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Debbie Abbott

From: Katherine Joy
Sent: 30 October 2026 16:51
To: Louise Anderson
Subject: Re: Remembrance Hospitality

Katherine Joy
Deputy Clerk

MARLOW TOWN COUNCIL

Marlow Town Council
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From: Louise Anderson
Sent: Friday, October 30, 2026 4:22 PM
To: Katherine Joy
Subject: Remembrance Hospitality

Remembrance Service
Saturday 7th November
Meet the [redacted] The Compleat Angler at 7.45pm and escort them to The Ivy for your 8pm reservation
The Ivy Marlow Garden
Saturday, November 7, 2026 at 8:00 pm
Table for 4 guests

Louise Anderson
Confirmation #: 2110243237
Sunday 8th November
Following the Service & Parade, please escort [redacted] to Court Garden House.
At 1.15pm you will need to gather the [redacted] and also the two representatives from [redacted]

Louise Anderson
6 people on Sunday 8 November 1:30pm to 3:30pm
Booking reference: DMN-16964417263
Booking type: Dining

I have booked a Charlies Executives Cars to collect [redacted] from The Compleat Angler at 3.30pm to return them to St Pancras

Louise Anderson
PA to Town Mayor and Administration Officer

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

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Debbie Abbott

From: Muryel Boulay
Sent: 08 November 2026 13:10
To: Hilary Martin; Katherine Joy; Louise Anderson; Debbie Abbott
Cc: Olwen Elliott
Subject: Great event!

Bravo Ladies for this great Remembrance event
It went seamlessly! I know how much work it must be to make it so easy for all to participate and enjoy.

I would only change one thing: parade instruments like the bag pipe are meant to be played outdoors. When played indoors, it make the noise level unbearable.
I wonder if they could play on the terrasse instead for all to enjoy without loosing their hearing.

Again, great event!
Thanks a lot

Muryel

Sent from Outlook for Android

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Again, great event!
Thanks a lot

Muryel

Sent from Outlook for Android

Debbie Abbott

From: Jennifer Simnett
Sent: 06 November 2026 14:00
To: Katherine Joy
Subject: Re: Remembrance Reception

Hi Katherine
[redacted] rang me earlier and explained - all fine with me, so we have agreed a process.

Many thanks
Jenny

Jenny Simnett
Mayor

MARLOW
TOWN COUNCIL

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 06 November 2026 13:58
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: Remembrance Reception

Hi Jenny

I've just been notified that RBL Marlow want to make a presentation to [redacted] at the reception on Sunday. They want to thank them both for [redacted]

[redacted] would like to present a plant and voucher and say a few words. I hope this is okay with you? Perhaps after your words of welcome etc you could call [redacted] forward?

Let me know if this is okay with you.

Many thanks
Katherine

Katherine Joy
Deputy Clerk

Marlow Town Council
Court Garden
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Debbie Abbott

From: Jennifer Simnett
Sent: 06 November 2026 12:56
To: Olwen Elliott
Subject: Fw: Remembrance Sunday - lunch

FYI

Jenny Simnett
Mayor

MARLOW TOWN COUNCIL

Marlow Town Council
Court Garden
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Marlow
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From: Louise Anderson <louise@marlow-tc.gov.uk>
Sent: 06 November 2026 12:55
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: RE: Remembrance Sunday - lunch

From Marly-le-Roi
[redacted]

From Budapest
[redacted]

Best wishes

Lou

Louise Anderson
PA to Town Mayor and Administration Officer

Marlow Town Council
Court Garden
Pound Lane
Marlow
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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: 06 November 2026 12:50
To: Louise Anderson <louise@marlow-tc.gov.uk>
Cc: Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>
Subject: Remembrance Sunday - lunch

Hi Lou
Could you provide the complete list of names of our four guests for lunch at the George & Dragon on Sunday please?

Many thanks
Jenny

Jenny Simnett
Mayor

Marlow Town Council
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[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

Debbie Abbott

From: Jennifer Simnett
Sent: 06 November 2026 09:57
To: Katherine Joy
Cc: Hilary Martin
Subject: Re: Red coat for Sunday

If you look online and at many Remembrance Services, you'll see that red is deemed an acceptable colour.

What about knee length black leather coat?

Best
Jenny

Jenny Simnett
Mayor

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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 06 November 2026 09:50
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Re: Red coat for Sunday

Hi Jenny

The advice is to wear dark colours.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Thursday, November 5, 2026 10:25 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Red coat for Sunday

Hi Katherine
I don't possess a formal dark coloured coat. My smartest coat is poppy red.

Do you think I could wear it on Sunday morning?

Best
Jenny

Sent from Outlook for iOS

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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 06 November 2026 09:50
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Re: Red coat for Sunday

Hi Jenny

The advice is to wear dark colours.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Thursday, November 5, 2026 10:25 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Red coat for Sunday

Hi Katherine
I don't possess a formal dark coloured coat. My smartest coat is poppy red.

Do you think I could wear it on Sunday morning?

Best
Jenny

Sent from Outlook for iOS

Debbie Abbott

From: Jennifer Simnett
Sent: 05 November 2026 14:53
To: Kathy Thomson
Cc: Katherine Joy
Subject: Re: Remembrance Day 8th November - briefing note

No worries, Kathy, look after yourself and get better soon.

Best
Jenny

Jenny Simnett
Mayor

Marlow Town Council
Court Garden
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From: Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>
Sent: 05 November 2026 14:36
To: Katherine Joy <katherine@marlow-tc.gov.uk>; Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: Re: Remembrance Day 8th November - briefing note

Dear Katherine and Jenny

[redacted]

Many apologies for not joining you on this important day
Hugs
Kathy x

Sent from Outlook for iOS

From: Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>
Sent: Wednesday, November 4, 2026 7:21 pm
To: David Drever <cllr.ddrever@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
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Ok maybe it's just me

Shall we ask or not give people the opportunity to have their say?

Peace
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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: David Drever
Sent: 05 November 2026 10:06
To: Jocelyn Towns
Subject: Re: Remembrance Day 8th November - briefing note

Thanks!
Yes, watching IRL v ARG rugby on Friday evening, then [redacted] 😊

From: Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>
Date: Thursday, 5 November 2026 at 09:25
To: David Drever <cllr.ddrever@marlow-tc.gov.uk>
Subject: RE: Remembrance Day 8th November - briefing note

Hi David,

I love [redacted], have a great weekend.

Jocelyn

Jocelyn Towns
Councillor

MARLOW TOWN COUNCIL
Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024
M: 07715 547251

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From: Jocelyn Towns
Sent: 05 November 2026 09:32
To: Katherine Joy
Subject: RE: Remembrance Day 8th November - briefing note

Thanks Katherine.

Jocelyn Towns
Councillor

MARLOW
TOWN COUNCIL

Marlow Town Council
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Pound Lane
Marlow
Bucks SL7 2AG
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Debbie Abbott

From: Jennifer Simnett
Sent: 05 November 2026 08:52
To: Gary Nuttall
Subject: Re: Remembrance Day 8th November - briefing note

Thanks, Gary. Mayor gets a separate briefing so I guess that's why Katherine didn't copy me on the original email. I will respond to Justin.

Best
Jenny

Jenny Simnett
Mayor

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Sent: 05 November 2026 07:23
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: Fw: Remembrance Day 8th November - briefing note

FYI, forwarding below as I don't see you on the distribution list.

Thanks
Gary

Cllr Gary Nuttall
Town Councillor
Marlow North & West ward

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Cc: Muryel Boulay; Olwen Elliott; Emma Hawkins; Gary Nuttall; Liz Riches; Mark Skoyles; Kathy Thomson; Jocelyn Towns; Justin Whelan; Frank Schoofs
Subject: Re: Remembrance Day 8th November - briefing note

Hi all,

Apologies, I won't be able to attend the Remembrance Day event as we are away [redacted] this weekend.

Thanks,

David

> On 4 Nov 2026, at 16:51, Katherine Joy <katherine@marlow-tc.gov.uk> wrote:
>
> Dear all
>
> Please find attached this year's Remembrance Day briefing note.
>
> Start time: 10.30am at the War Memorial
> All are invited to the reception in Court Garden House afterwards.
>
> If you need any additional information please let me know.
>
> Kind regards
> Katherine
>
> **Katherine Joy**
> Deputy Clerk
>
> <image.png>
> Marlow Town Council
> Court Garden
> Pound Lane
> Marlow
> Bucks SL7 2AG
> T: 01628 484024
>
> Please read our privacy policy here https://www.marlow-tc.gov.uk/Council-Policies.aspx on how we process your data, we will not pass on your data to any third party without our consent. This email (including any attachments) is intended only for the named addressee. It may be confidential and may also contain legally privileged information. If you have received this message in error please notify me by email or telephone and then delete the message and any copies. Unauthorised use, copying or

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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Katherine Joy
Sent: 04 November 2026 16:51
To: Muryel Boulay; Olwen Elliott; Emma Hawkins; Gary Nuttall; Liz Riches; Mark Skoyles; Kathy Thomson; Jocelyn Towns; Justin Whelan; David Drever; Frank Schoofs
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Attachments: Briefing Note for Members 2026.pdf

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Debbie Abbott

From: Emma Hawkins
Sent: 03 November 2026 14:19
To: Katherine Joy; Louise Anderson
Subject: Re: Food at events

Hi Katherine,

Thankyou, that information is really helpful.

I will see you At The Remembrance service.

Kind regards,

Emma

Emma Hawkins
Councillor South East Ward

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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 03 November 2026 09:29
To: Louise Anderson <louise@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>
Subject: Re: Food at events

Hi Emma

Rest assured, when we book catering, we always ask caterers to provide a list, in writing, of the allergens as per the Food Information Regulations 2014. This only applies to catering booked for by MTC officers, and does not apply to third party bookings, informal gatherings or free giveaways.

You can expect to see cards listing the allergens at the forthcoming Remembrance and Switch On receptions.

Hope this helps.
Kind regards
Katherine

Katherine Joy
Deputy Clerk

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From: Louise Anderson <louise@marlow-tc.gov.uk>
Sent: Monday, November 2, 2026 11:16 AM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: FW: Food at events

Hi Katherine – please see below

From: Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>
Sent: 02 November 2026 10:46
To: Louise Anderson <louise@marlow-tc.gov.uk>
Subject: Food at events

Hi Lou,

I hope you are well?

[redacted]'.(I don't

[redacted]

Kind regards,

Emma

Emma Hawkins
Councillor South East Ward

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Debbie Abbott

From: Louise Anderson
Sent: 02 November 2026 11:18
To: Emma Hawkins
Subject: RE: Food at events

Hi Emma

Thanks for your email.

I have forwarded it to Katherine as she is overseeing Christmas lights switch on and Remembrance.

Best wishes

Lou

Louise Anderson
PA to Town Mayor and Administration Officer

Marlow Town Council
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Debbie Abbott

From: Muryel Boulay
Sent: 02 November 2026 09:40
To: Hilary Martin
Subject: Re: [redacted]

Thanks a lot Hilary for your speedy response, as always!
I very much enjoyed this autumnal weekend indeed, went to Marlow Bottom to see the scarecrow display, that was great.

I shall forward your feedback to [redacted]
Thanks again and good luck for this week of Remembrance prep

All the best

Muryel

Muryel Boulay
North West Ward Councillor
Chair of the Environment and Community Committee

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From: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Date: Monday, 2 November 2026 at 09:11
To: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>
Subject: Re: Marlow strategy work case study - seeking permission to use

Thanks Muryel

[redacted]

Best wishes

Hilary Martin
Town Clerk

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From: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>
Sent: Sunday, November 1, 2026 8:45 PM
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: [redacted]

Hi Hilary

Hope you had a great weekend
I talked to [redacted].
Would you be able to scan it and confirm that you are happy for us to be used as a case study?

Many thanks for your support

All the best

Muryel

Muryel Boulay
North West Ward Councillor
Chair of the Environment and Community Committee

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Debbie Abbott

From: Hilary Martin
Sent: 02 November 2026 09:07
To: Muryel Boulay; Katherine Joy
Subject: Re: Remembrance celebrations next weekend - any instructions for the councillors?

Hi Muryel

Katherine will be sending an advice note later this week to all members.

Thanks

Hilary Martin
Town Clerk

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To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Remembrance celebrations next weekend - any instructions for the councillors?

Hi there

Last year, you had sent us a booklet about the Remembrance ceremony telling us what we were supposed to do on the day. Will you be resending it this year?
Many thanks
All the best

Muryel

Muryel Boulay
North West Ward Councillor
Chair of the Environment and Community Committee

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024
--
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Debbie Abbott

From: Hilary Martin
Sent: 02 November 2026 09:07
To: Muryel Boulay; Katherine Joy
Subject: Re: Remembrance celebrations next weekend - any instructions for the councillors?

Hi Muryel

Katherine will be sending an advice note later this week to all members.

Thanks

Hilary Martin
Town Clerk

Marlow Town Council
Court Garden
Pound Lane
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Bucks SL7 2AG
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From: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>
Sent: Sunday, November 1, 2026 8:49 PM
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Remembrance celebrations next weekend - any instructions for the councillors?

Hi there

Last year, you had sent us a booklet about the Remembrance ceremony telling us what we were supposed to do on the day. Will you be resending it this year?
Many thanks
All the best

Muryel

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Chair of the Environment and Community Committee

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Debbie Abbott

From: Muryel Boulay
Sent: 01 November 2026 20:49
To: Hilary Martin; Katherine Joy
Subject: Remembrance celebrations next weekend - any instructions for the councillors?

Hi there

Last year, you had sent us a booklet about the Remembrance ceremony telling us what we were supposed to do on the day. Will you be resending it this year?
Many thanks
All the best

Muryel

Muryel Boulay
North West Ward Councillor
Chair of the Environment and Community Committee

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Debbie Abbott

From: Muryel Boulay
Sent: 01 November 2026 20:49
To: Hilary Martin; Katherine Joy
Subject: Remembrance celebrations next weekend - any instructions for the councillors?

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Muryel Boulay
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Debbie Abbott

From: Hilary Martin
Sent: 30 October 2026 15:44
To: Katherine Joy
Subject: Re: Briefing note

Perfect Katherine!

Thank you.

Hils

Hilary Martin
Town Clerk

MARLOW TOWN COUNCIL

Marlow Town Council
Court Garden
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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: Friday, October 30, 2026 2:46 PM
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Briefing note

Hi Hils

I send a briefing note out which has been amended over and over again. Though I should write a new one in light of the new parade etc.

Please could you cast your eyes over the attached. [redacted] hasn't done this before but I didn't want to make it too wordy? What do you think?

Many thanks
Katherine

Katherine Joy
Deputy Clerk

Marlow Town Council
Court Garden
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Debbie Abbott

From: Katherine Joy
Sent: 30 October 2026 14:46
To: Hilary Martin
Subject: Briefing note
Attachments: Briefing note - V L-L 08.11.2026.docx

Hi Hils

I send a briefing note out which has been amended over and over again. Though I should write a new one in light of the new parade etc.

Please could you cast your eyes over the attached. [redacted] hasn't done this before but I didn't want to make it too wordy? What do you think?

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Katherine

Katherine Joy
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Debbie Abbott

From: Katherine Joy
Sent: 30 October 2026 12:29
To: Olwen Elliott
Subject: Re: Hosting Remembrance

Hi Olwen

Yes, moving is exhausting!

Many thanks for confirming the arrangement.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

MARLOW TOWN COUNCIL

Marlow Town Council
Court Garden
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Bucks SL7 2AG
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From: Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>
Sent: Friday, October 30, 2026 12:23 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Re: Hosting Remembrance

Hi Katherine

Thanks - yes we had a good (though tiring) trip [redacted]

This arrangement proposed for Remembrance Day will be fine - I am happy to meet and greet any early arrivals at Court Garden.

Best wishes
Olwen

Sent from Outlook for iOS

From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: Friday, 30 October 2026 09:35:57
To: Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>
Subject: Hosting Remembrance

Hello Olwen

I hope you had a good break?

Remembrance is fast approaching and arrangements are being finalised. There will be a member briefing issued next.

When the Service has finished the Mayor will accompany the Vice Lord-Lieutenant and the representatives from Marly and Budavar to the saluting post in the High Street, ready for the march past and the salute. Members are at liberty to follow the Mayor or make their way to the reception when the service finishes.

However, we need a member of the Council at the reception to meet and greet any early arrivals. As Deputy Mayor, Jenny thought it appropriate that you did this. I'm just checking that this is okay with you?

It would mean that at the end of the Service, you would make your way straight back to the reception venue in Court Garden House, ready to receive and welcome guests. If you're not able to do so for any reason, that's no problem, I'll arrange for someone else.

Many thanks
Kind regards
Katherine

Katherine Joy
Deputy Clerk

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TOWN COUNCIL

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Many thanks
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Katherine

Katherine Joy

Deputy Clerk

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Many thanks
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Katherine

Katherine Joy
Deputy Clerk

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Debbie Abbott

From: Jennifer Simnett
Sent: 30 October 2026 09:33
To: Katherine Joy
Subject: Re: Final walk thru Remembrance Day

Many thanks, Katherine, I'll aim for 3pm next Wednesday afternoon.

Best
Jenny

Jenny Simnett
Mayor

MARLOW TOWN COUNCIL

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 30 October 2026 09:07
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: Re: Final walk thru Remembrance Day

Hi Jenny

Wednesday afternoon would work best for me - I'll be in the office all afternoon so call in at time of your choosing.

Many thanks
Katherine

Katherine Joy
Deputy Clerk

Marlow Town Council
Court Garden
Pound Lane
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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Thursday, October 29, 2026 5:07 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Final walk thru Remembrance Day

Hi Katherine
It would be helpful to do one final walk through of the process for Remembrance Day with you.

I can come into the office next week at the following times if any suit you:

- Wed 4th afternoon after 2pm
- Thu 5th any time up to 4pm
- Fri 6th afternoon

Many thanks
Jenny

Jenny Simnett
Mayor

Marlow Town Council
Court Garden
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Debbie Abbott

From: Jennifer Simnett
Sent: 06 November 2026 14:00
To: Katherine Joy
Subject: Re: Remembrance Reception

Hi Katherine
[redacted] rang me earlier and explained - all fine with me, so we have agreed a process.

Many thanks
Jenny

Jenny Simnett
Mayor

MARLOW
TOWN COUNCIL

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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 06 November 2026 13:58
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: Remembrance Reception

Hi Jenny

I've just been notified that RBL Marlow want to make a presentation to [redacted] at the reception on Sunday. They want to thank them both for [redacted]

[redacted] would like to present a plant and voucher and say a few words. I hope this is okay with you? Perhaps after your words of welcome etc you could call [redacted] forward?

Let me know if this is okay with you.

Many thanks
Katherine

Katherine Joy
Deputy Clerk

Marlow Town Council
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Debbie Abbott

From: Jennifer Simnett
Sent: 06 November 2026 12:56
To: Olwen Elliott
Subject: Fw: Remembrance Sunday - lunch

FYI

Jenny Simnett
Mayor

MARLOW TOWN COUNCIL

Marlow Town Council
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T: 01628 484024

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From: Louise Anderson <louise@marlow-tc.gov.uk>
Sent: 06 November 2026 12:55
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: RE: Remembrance Sunday - lunch

From Marly-le-Roi
[redacted]

From Budapest
[redacted]

Best wishes

Lou

Louise Anderson
PA to Town Mayor and Administration Officer

Marlow Town Council
Court Garden
Pound Lane
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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: 06 November 2026 12:50
To: Louise Anderson <louise@marlow-tc.gov.uk>
Cc: Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>
Subject: Remembrance Sunday - lunch

Hi Lou
Could you provide the complete list of names of our four guests for lunch at the George & Dragon on Sunday please?

Many thanks
Jenny

Jenny Simnett
Mayor

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Debbie Abbott

From: Louise Anderson
Sent: 06 November 2026 12:56
To: Jennifer Simnett
Subject: RE: Remembrance Sunday - lunch

From Marly-le-Roi
[redacted]

From Budapest
[redacted]

Best wishes

Lou

Louise Anderson
PA to Town Mayor and Administration Officer

Marlow Town Council
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Cc: Olwen Elliott
Subject: Remembrance Sunday - lunch

Hi Lou
Could you provide the complete list of names of our four guests for lunch at the George & Dragon on Sunday please?

Many thanks
Jenny

Jenny Simnett
Mayor

MARLOW TOWN COUNCIL

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

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Debbie Abbott

From: Katherine Joy
Sent: 06 November 2026 11:01
To: Jennifer Simnett
Cc: Hilary Martin
Subject: Re: Red coat for Sunday

Hi Jenny

Thank you. I appreciate that people wear a variety of colours at Remembrance services.

As outlined in my briefing note, my recommendation for the Mayor, given your participation level at the service, is to opt for darker, more understated colours to reflect the solemn nature of the occasion.

Of course, the final choice is yours.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

MARLOW
TOWN COUNCIL

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Friday, November 06, 2026 9:56 AM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Re: Red coat for Sunday

If you look online and at many Remembrance Services, you'll see that red is deemed an acceptable colour.

What about knee length black leather coat?

Best
Jenny

Jenny Simnett
Mayor

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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 06 November 2026 09:50
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Re: Red coat for Sunday

Hi Jenny

The advice is to wear dark colours.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

MARLOW TOWN COUNCIL
Marlow Town Council

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Thursday, November 5, 2026 10:25 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Red coat for Sunday

Hi Katherine
I don't possess a formal dark coloured coat. My smartest coat is poppy red.

Do you think I could wear it on Sunday morning?

Best
Jenny

Sent from Outlook for iOS

Debbie Abbott

From: Jennifer Simnett
Sent: 06 November 2026 09:57
To: Katherine Joy
Cc: Hilary Martin
Subject: Re: Red coat for Sunday

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Mayor

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Deputy Clerk

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Best
Jenny

Sent from Outlook for iOS

Debbie Abbott

From: Jennifer Simnett
Sent: 05 November 2026 14:53
To: Kathy Thomson
Cc: Katherine Joy
Subject: Re: Remembrance Day 8th November - briefing note

No worries, Kathy, look after yourself and get better soon.

Best
Jenny

Jenny Simnett
Mayor

Marlow Town Council
Court Garden
Pound Lane
Marlow
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T: 01628 484024

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From: Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>
Sent: 05 November 2026 14:36
To: Katherine Joy <katherine@marlow-tc.gov.uk>; Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: Re: Remembrance Day 8th November - briefing note

Dear Katherine and Jenny

[redacted]

Many apologies for not joining you on this important day
Hugs
Kathy x

Sent from Outlook for iOS

From: Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>
Sent: Wednesday, November 4, 2026 7:21 pm
To: David Drever <cllr.ddrever@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
Subject: Re: Remembrance Day 8th November - briefing note

Hi all

I always struggle with remembrance services and yes I have had family in the forces as I am sure most of you have.
I do understand the remembrance part however, I think the uniforms, marching and public salutes can make military life and war look admirable even glamorous, when the intention is to pay respect. I would enjoy an open chat with Marlovians about their views.

I get the it's tradition line, but new traditions can start tomorrow. My family did not used to have Baileys on my corn flakes on Christmas day and now that's a family tradition.

Maybe people would like to see a new mix of remberance (and maybe they would not) with the desire for peace thrown in. We definitely need it more now than ever.

What I would like to hear is John Lennon

singing Imagine

Burt Bacharach with what the world needs now.

Children holding flowers rather than saluting .

Ok maybe it's just me

Shall we ask or not give people the opportunity to have their say?

Peace
J

Sent from Outlook for iOS

From: David Drever <cllr.ddrever@marlow-tc.gov.uk>
Sent: Wednesday, 04 November 2026 17:08:15
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
Subject: Re: Remembrance Day 8th November - briefing note

Hi all,

Apologies, I won't be able to attend the Remembrance Day event as we are away in Dublin this weekend.

Thanks,

David

> On 4 Nov 2026, at 16:51, Katherine Joy <katherine@marlow-tc.gov.uk> wrote:
>
> Dear all
>
> Please find attached this year's Remembrance Day briefing note.
>
> Start time: 10.30am at the War Memorial
> All are invited to the reception in Court Garden House afterwards.
>
> If you need any additional information please let me know.
>
> Kind regards
> Katherine
>
> **Katherine Joy**
> Deputy Clerk
>
> <image.png>
> Marlow Town Council
> Court Garden
> Pound Lane
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> Bucks SL7 2AG
> T: 01628 484024
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>
> <Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Jennifer Simnett
Sent: 05 November 2026 08:52
To: Gary Nuttall
Subject: Re: Remembrance Day 8th November - briefing note

Thanks, Gary. Mayor gets a separate briefing so I guess that's why Katherine didn't copy me on the original email. I will respond to Justin.

Best
Jenny

Jenny Simnett
Mayor

MARLOW TOWN COUNCIL

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From: Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>
Sent: 05 November 2026 07:23
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: Fw: Remembrance Day 8th November - briefing note

FYI, forwarding below as I don't see you on the distribution list.

Thanks
Gary

Cllr Gary Nuttall
Town Councillor
Marlow North & West ward

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
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To: David Drever <cllr.ddrever@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Gary Nuttall
Sent: 05 November 2026 07:24
To: Jennifer Simnett
Subject: Fw: Remembrance Day 8th November - briefing note

FYI, forwarding below as I don't see you on the distribution list.

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Gary

Cllr Gary Nuttall
Town Councillor
Marlow North & West ward

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Kind regards
Katherine

Katherine Joy
Deputy Clerk

<image.png>
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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Jennifer Simnett
Sent: 30 October 2026 09:33
To: Katherine Joy
Subject: Re: Final walk thru Remembrance Day

Many thanks, Katherine, I'll aim for 3pm next Wednesday afternoon.

Best
Jenny

Jenny Simnett
Mayor

MARLOW TOWN COUNCIL

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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 30 October 2026 09:07
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Subject: Re: Final walk thru Remembrance Day

Hi Jenny

Wednesday afternoon would work best for me - I'll be in the office all afternoon so call in at time of your choosing.

Many thanks
Katherine

Katherine Joy
Deputy Clerk

Marlow Town Council
Court Garden
Pound Lane
Marlow
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T: 01628 484024

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Thursday, October 29, 2026 5:07 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Final walk thru Remembrance Day

Hi Katherine
It would be helpful to do one final walk through of the process for Remembrance Day with you.

I can come into the office next week at the following times if any suit you:

- Wed 4th afternoon after 2pm
- Thu 5th any time up to 4pm
- Fri 6th afternoon

Many thanks
Jenny

Jenny Simnett
Mayor

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG

T: 01628 484024

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Debbie Abbott

From: Katherine Joy
Sent: 06 November 2026 11:01
To: Jennifer Simnett
Cc: Hilary Martin
Subject: Re: Red coat for Sunday

Hi Jenny

Thank you. I appreciate that people wear a variety of colours at Remembrance services.

As outlined in my briefing note, my recommendation for the Mayor, given your participation level at the service, is to opt for darker, more understated colours to reflect the solemn nature of the occasion.

Of course, the final choice is yours.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

MARLOW
TOWN COUNCIL

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Friday, November 06, 2026 9:56 AM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Re: Red coat for Sunday

If you look online and at many Remembrance Services, you'll see that red is deemed an acceptable colour.

What about knee length black leather coat?

Best
Jenny

Jenny Simnett
Mayor

MARLOW TOWN COUNCIL
Marlow Town Council
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From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: 06 November 2026 09:50
To: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Re: Red coat for Sunday

Hi Jenny

The advice is to wear dark colours.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

MARLOW TOWN COUNCIL
Marlow Town Council

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Thursday, November 5, 2026 10:25 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Hilary Martin <hilarymartin@marlow-tc.gov.uk>
Subject: Red coat for Sunday

Hi Katherine
I don't possess a formal dark coloured coat. My smartest coat is poppy red.

Do you think I could wear it on Sunday morning?

Best
Jenny

Sent from Outlook for iOS

Debbie Abbott

From: Kathy Thomson
Sent: 05 November 2026 14:37
To: Katherine Joy; Jennifer Simnett
Subject: Re: Remembrance Day 8th November - briefing note

Dear Katherine and Jenny
[redacted]
Many apologies for not joining you on this important day
Hugs
Kathy x

Sent from Outlook for iOS

From: Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>
Sent: Wednesday, November 4, 2026 7:21 pm
To: David Drever <cllr.ddrever@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
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Maybe people would like to see a new mix of remberance (and maybe they would not) with the desire for peace thrown in. We definitely need it more now than ever.

What I would like to hear is John Lennon

singing Imagine

Burt Bacharach with what the world needs now.

Children holding flowers rather than saluting .

Ok maybe it's just me

Shall we ask or not give people the opportunity to have their say?

Peace
J

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To: Katherine Joy <katherine@marlow-tc.gov.uk>
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> Deputy Clerk
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> Court Garden
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> Marlow

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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: David Drever
Sent: 05 November 2026 10:06
To: Jocelyn Towns
Subject: Re: Remembrance Day 8th November - briefing note

Thanks!
Yes, watching IRL v ARG rugby on Friday evening, then [redacted] 😊

From: Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>
Date: Thursday, 5 November 2026 at 09:25
To: David Drever <cllr.ddrever@marlow-tc.gov.uk>
Subject: RE: Remembrance Day 8th November - briefing note

Hi David,

I love [redacted], have a great weekend.

Jocelyn

Jocelyn Towns
Councillor

MARLOW TOWN COUNCIL
Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024
M: 07715 547251

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Sent: 04 November 2026 17:08

To: Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Gary Nuttall
Sent: 05 November 2026 07:24
To: Jennifer Simnett
Subject: Fw: Remembrance Day 8th November - briefing note

FYI, forwarding below as I don't see you on the distribution list.

Thanks
Gary

Cllr Gary Nuttall
Town Councillor
Marlow North & West ward

Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

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From: Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>
Sent: Wednesday, November 4, 2026 7:21:19 pm
To: David Drever <cllr.ddrever@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
Cc: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>; Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>; Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>; Gary Nuttall <cllr.gnuttall@marlow-tc.gov.uk>; Liz Riches <cllr.lriches@marlow-tc.gov.uk>; Mark Skoyles <cllr.mskoyles@marlow-tc.gov.uk>; Kathy Thomson <cllr.kthomson@marlow-tc.gov.uk>; Jocelyn Towns <cllr.jtowns@marlow-tc.gov.uk>; Frank Schoofs <cllr.fschoofs@marlow-tc.gov.uk>
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What I would like to hear is John Lennon

singing Imagine

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Children holding flowers rather than saluting .

Ok maybe it's just me

Shall we ask or not give people the opportunity to have their say?

Peace
J

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Katherine Joy
Deputy Clerk

<image.png>
Marlow Town Council
Court Garden
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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Katherine Joy
Sent: 04 November 2026 19:26
To: Hilary Martin
Subject: Fw: Remembrance Day 8th November - briefing note

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From: Justin Whelan <cllr.jwhelan@marlow-tc.gov.uk>
Sent: Wednesday, 04 November 2026 19:21:15
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Subject: Fw: Remembrance Day 8th November - briefing note
Attachments: image.png

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Sent: 04 November 2026 19:21
To: David Drever; Katherine Joy
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Katherine

Katherine Joy
Deputy Clerk

<image.png>
Marlow Town Council
Court Garden
Pound Lane
Marlow
Bucks SL7 2AG
T: 01628 484024

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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: David Drever
Sent: 04 November 2026 17:08
To: Katherine Joy
Cc: Muryel Boulay; Olwen Elliott; Emma Hawkins; Gary Nuttall; Liz Riches; Mark Skoyles; Kathy Thomson; Jocelyn Towns; Justin Whelan; Frank Schoofs
Subject: Re: Remembrance Day 8th November - briefing note

Hi all,

Apologies, I won't be able to attend the Remembrance Day event as we are away [redacted] this weekend.

Thanks,

David

> On 4 Nov 2026, at 16:51, Katherine Joy <katherine@marlow-tc.gov.uk> wrote:
>
> Dear all
>
> Please find attached this year's Remembrance Day briefing note.
>
> Start time: 10.30am at the War Memorial
> All are invited to the reception in Court Garden House afterwards.
>
> If you need any additional information please let me know.
>
> Kind regards
> Katherine
>
> **Katherine Joy**
> Deputy Clerk
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<Briefing Note for Members 2026.pdf>

Debbie Abbott

From: Katherine Joy
Sent: 04 November 2026 16:51
To: Muryel Boulay; Olwen Elliott; Emma Hawkins; Gary Nuttall; Liz Riches; Mark Skoyles; Kathy Thomson; Jocelyn Towns; Justin Whelan; David Drever; Frank Schoofs
Subject: Remembrance Day 8th November - briefing note
Attachments: Briefing Note for Members 2026.pdf

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If you need any additional information please let me know.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

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Debbie Abbott

From: Katherine Joy
Sent: 04 November 2026 10:23
To: Debbie Abbott
Subject: Re: A1 board

Hi Debbie

Although it's going to be used for loads of stuff, please can you code to Remembrance - thank you.

How are you feeling and how was your holiday and why haven't seen a picture of your brand new [redacted]

Katherine Joy
Deputy Clerk

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From: Debbie Abbott <debbie@marlow-tc.gov.uk>
Sent: Wednesday, November 4, 2026 10:19 AM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: A1 board

Hi Katherine

Please may I ask what the A1 board that you purchased is for so that I can allocate the invoice?

Kind Regards

Debbie Abbott
Deputy RFO & Contracts Manager

Debbie Abbott

From: Katherine Joy
Sent: 03 November 2026 09:29
To: Louise Anderson; Emma Hawkins
Subject: Re: Food at events

Hi Emma

Rest assured, when we book catering, we always ask caterers to provide a list, in writing, of the allergens as per the Food Information Regulations 2014. This only applies to catering booked for by MTC officers, and does not apply to third party bookings, informal gatherings or free giveaways.

You can expect to see cards listing the allergens at the forthcoming Remembrance and Switch On receptions.

Hope this helps.
Kind regards
Katherine

Katherine Joy
Deputy Clerk

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From: Louise Anderson <louise@marlow-tc.gov.uk>
Sent: Monday, November 2, 2026 11:16 AM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: FW: Food at events

Hi Katherine – please see below

From: Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>
Sent: 02 November 2026 10:46
To: Louise Anderson <louise@marlow-tc.gov.uk>
Subject: Food at events

Hi Lou,

I hope you are well?

[redacted]

Kind regards,

Emma

Emma Hawkins
Councillor South East Ward

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Debbie Abbott

From: Louise Anderson
Sent: 02 November 2026 11:18
To: Emma Hawkins
Subject: RE: Food at events

Hi Emma

Thanks for your email.

I have forwarded it to Katherine as she is overseeing Christmas lights switch on and Remembrance.

Best wishes

Lou

Louise Anderson
PA to Town Mayor and Administration Officer

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From: Emma Hawkins <cllr.ehawkins@marlow-tc.gov.uk>
Sent: 02 November 2026 10:46
To: Louise Anderson <louise@marlow-tc.gov.uk>
Subject: Food at events

Hi Lou,

I hope you are well?

[redacted]

Kind regards,

Emma

Emma Hawkins
Councillor South East Ward

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Debbie Abbott

From: Hilary Martin
Sent: 02 November 2026 09:07
To: Muryel Boulay; Katherine Joy
Subject: Re: Remembrance celebrations next weekend - any instructions for the councillors?

Hi Muryel

Katherine will be sending an advice note later this week to all members.

Thanks

Hilary Martin
Town Clerk

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From: Muryel Boulay <cllr.mboulay@marlow-tc.gov.uk>
Sent: Sunday, November 1, 2026 8:49 PM
To: Hilary Martin <hilarymartin@marlow-tc.gov.uk>; Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Remembrance celebrations next weekend - any instructions for the councillors?

Hi there

Last year, you had sent us a booklet about the Remembrance ceremony telling us what we were supposed to do on the day. Will you be resending it this year?
Many thanks
All the best

Muryel

Muryel Boulay
North West Ward Councillor
Chair of the Environment and Community Committee

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Debbie Abbott

From: Muryel Boulay
Sent: 01 November 2026 20:49
To: Hilary Martin; Katherine Joy
Subject: Remembrance celebrations next weekend - any instructions for the councillors?

Hi there

Last year, you had sent us a booklet about the Remembrance ceremony telling us what we were supposed to do on the day. Will you be resending it this year?
Many thanks
All the best

Muryel

Muryel Boulay
North West Ward Councillor
Chair of the Environment and Community Committee

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Debbie Abbott

From: Katherine Joy
Sent: 30 October 2026 12:29
To: Olwen Elliott
Subject: Re: Hosting Remembrance

Hi Olwen

Yes, moving is exhausting!

Many thanks for confirming the arrangement.

Kind regards
Katherine

Katherine Joy
Deputy Clerk

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From: Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>
Sent: Friday, October 30, 2026 12:23 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Re: Hosting Remembrance

Hi Katherine

Thanks - yes we had a good (though tiring) trip [redacted]

This arrangement proposed for Remembrance Day will be fine - I am happy to meet and greet any early arrivals at Court Garden.

Best wishes
Olwen

Sent from Outlook for iOS

From: Katherine Joy <katherine@marlow-tc.gov.uk>
Sent: Friday, 30 October 2026 09:35:57
To: Olwen Elliott <cllr.oelliott@marlow-tc.gov.uk>
Subject: Hosting Remembrance

Hello Olwen

I hope you had a good break?

Remembrance is fast approaching and arrangements are being finalised. There will be a member briefing issued next.

When the Service has finished the Mayor will accompany the Vice Lord-Lieutenant and the representatives from Marly and Budavar to the saluting post in the High Street, ready for the march past and the salute. Members are at liberty to follow the Mayor or make their way to the reception when the service finishes.

However, we need a member of the Council at the reception to meet and greet any early arrivals. As Deputy Mayor, Jenny thought it appropriate that you did this. I'm just checking that this is okay with you?

It would mean that at the end of the Service, you would make your way straight back to the reception venue in Court Garden House, ready to receive and welcome guests. If you're not able to do so for any reason, that's no problem, I'll arrange for someone else.

Many thanks
Kind regards
Katherine

Katherine Joy
Deputy Clerk

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Debbie Abbott

From: Katherine Joy
Sent: 30 October 2026 09:08
To: Jennifer Simnett
Subject: Re: Final walk thru Remembrance Day

Hi Jenny

Wednesday afternoon would work best for me - I'll be in the office all afternoon so call in at time of your choosing.

Many thanks
Katherine

Katherine Joy
Deputy Clerk

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From: Jennifer Simnett <cllr.jsimnett@marlow-tc.gov.uk>
Sent: Thursday, October 29, 2026 5:07 PM
To: Katherine Joy <katherine@marlow-tc.gov.uk>
Subject: Final walk thru Remembrance Day

Hi Katherine
It would be helpful to do one final walk through of the process for Remembrance Day with you.

I can come into the office next week at the following times if any suit you:

- Wed 4th afternoon after 2pm

- Thu 5th any time up to 4pm
- Fri 6th afternoon

Many thanks
Jenny

Jenny Simnett
Mayor

Marlow Town Council
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