

MARLOW TOWN COUNCIL

Court Garden, Pound Lane, Marlow, Bucks, SL7 2AG

MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 4th OCTOBER 2022 AT 7.00pm IN THE HIGGINSON ROOM, COURT GARDEN, MARLOW

Present	Town Mayor	Cllr R Scott
	Leader	Cllr C Funnell
	Councillors	D Brown R Cadman N Marshall R Wilson
	Town Clerk	Mrs H Martin
	Deputy Clerk	Mrs K Joy

Also present one member of the public

A two-minute silence was observed at the beginning of the meeting in memory of the late HM Queen Elizabeth II

M.42.22 Apologies for absence

Apologies for absence were received from Cllrs T Avery, C Heap, C Hoyle, C Stapley and J Towns.

M.43.22 Declarations of interest

There were no declarations of interest.

M.44.22 Communications from Town Mayor Mayoral engagements

Since our last meeting, I have attended the following –

3 August	Attended Marlow Lighthouse
10 August	Opened new business, The Mixing Jug, in Anglers Court
19 August	Opened the Florence Nightingale Hospice charity shop in West Street
1 September	With Cllr Funnell, attended the RAF High Wycombe base commander's annual reception at Naphill
2 September	Visited an exhibition of paintings by Richard Grinter at Cedar House
2 September	Visited barbeque for helpers and supporters of Age Concern, Marlow
8 September	Attended the grand opening of The Mixing Jug, in Anglers Court
15 September	On my behalf, the Deputy Mayor attended the annual Battle of Britain service at All Saints' Church, High Wycombe

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.

In relation to the death of Her Majesty, Queen Elizabeth II,

11 September	Attended the Proclamation ceremony for the accession of King Charles III to the throne held in Market Square, Aylesbury and received a copy of the proclamation to be read out in Marlow.
11 September	Read the aforementioned Proclamation at the Causeway in Marlow
17 September	Attended the Buckinghamshire Council memorial service for late HM Queen at St Mary's Church, Aylesbury
18 September	Attended the High Wycombe Charter Trustees' memorial service for late HM Queen at All Saints' Church, High Wycombe
18 September	With the mayoress and Councillors, attended a special commemoration service marking the death of her late Majesty Queen Elizabeth II at All Saints' Church, Marlow

Full details of our Civic and Community events are always on the Town Council website.

Cllr Richard Scott
Town Mayor
October 4, 2022

M.45.22 Report from Leader of the Council

Cllr C Funnell reported that the Marlow Schools Boathouse planning application had stalled.

Cllr C Funnell
Leader
October 4, 2022

M.46.22 Town Council Minutes dated 02.08.22

RESOLVED:

THAT THE MINUTES DATED 02.08.22 WERE AGREED AND SIGNED AS A TRUE RECORD

M.47.22 Allotments Review

The Council is required to give allotment tenants one years notice of any increase in rent. There was no increase in rent for the year 2021/22 for 2022/2023 there is an increase of 30 pence per pole to £7 per pole. Allotment year runs from November to November and after agreement with the allotment association working group council is proposing to move the allotment year to mirror the financial year from April 2023.

The Council has two allotment sites at Hanging Hill and Foxes Piece with plots of varying sizes, plots are measured in pole size and the minimum size plot offer is 5 poles. The sites are both currently fully tenanted, and a waiting list is operated.

Officers have extensively researched charges at other allotment sites and current prices in Buckinghamshire and neighbouring parishes in Berkshire and Oxfordshire range from £5.60 per pole without running water to £7.80 per pole with water available on tap.

Proposal

For 2023/24 a rent increase of 50 pence per pole to a fee of £7.50 per pole.

RESOLVED:

THAT MEMBERS AGREED TO MOVE THE ALLOTMENT RENT YEAR TO MIRROR THE FINANCIAL YEAR FROM APRIL 2023 AND

THAT THE RENT PAYABLE FROM NOVEMBER 2023 INCREASE TO £7.50 PER POLE

M.48.22 Mayors Visit to Marly-le-Roi

As in previous years, Marly-le-Roi has invited the Town Mayor to participate in the town's Remembrance Day commemorations in November.

RESOLVED:

THAT MEMBERS AGREED THE TOWN MAYOR REPRESENT MARLOW IN MARLY-LE-ROI IN NOVEMBER 2022 AND APPROVED THIS VISIT AS A CIVIC DUTY

M.49.22 Shopmobility Scooters

Council is responsible for the Marlow Shopmobility Scheme, three electric scooters are housed by Places for People at Court Garden Leisure Centre. In May this year Places for People informed Council that they would no longer be able to house the scheme after a fire risk assessment. Officers arranged for a Buckinghamshire Council Fire Specialist to visit the site and assist, and it was agreed that the scooters could continued to be housed if electrical improvements were made.

The improvements required in order to reduce the risk as raised in the Fire Risk Assessment Audit in March 22 and agreed with Buckinghamshire Council are

- Individual sockets are installed for each scooter as a charge point
- RCD sockets with timer charging are installed to prevent over charging/continual charging
- Investigating into Distribution Board location, connection and loading to take the above alterations

Quotes have been sourced by Places for People and officers, the recommended contractor is local, independent and has produced excellent references, Places for People have approved the contractor through their own approval process. The costs of the required works is £1012.15

RESOLVED:

THAT MEMBERS AGREED FOR THE WORKS TO PROCEED WITH THE RECOMMENDED CONTRACTOR, THE COST TO BE MET FROM SHOPMOBILITY RESERVES

M.50.22 Management Accounts

RESOLVED:

THAT THE MANAGEMENT ACCOUNTS DATED 31.07.22, AS RECOMMENDED BY THE RESOURCES COMMITTEE MINUTE RC.13.22, WERE AGREED

M.51.22 External Audit Report 2021-22

The External Auditor has returned the certificate confirming that Marlow Town Council has completed the audit of the annual return for the year ended 31 March 2022. The report was circulated to all members.

RESOLVED:

THAT MEMBERS NOTED THE REPORT AND AGREED THAT THE TOWN CLERK POSTS THE REQUIRED 'NOTICE OF CONCLUSION OF THE AUDIT AND THE RIGHT TO INSPECT THE ANNUAL RETURN'

M.52.22 Office Christmas Closure

Members were asked to approve the closure of the office from Friday 23rd December 2022 to Tuesday 3rd January 2023 inclusive.

As in previous years, it was recommended that the officers be granted two statutory days during the closure period and the remaining one working day will be met by annual leave.

Arrangements will be in place to cover funerals should the need arise and for emergency contact.

Information regarding the closure will be posted on Town council website, office noticeboard, social media and office answerphone.

RESOLVED:

THAT COUNCIL APPROVED THE CLOSURE OF THE OFFICE AS DETAILED ABOVE

M.53.22 Information Reports

- a) Committee Minutes

Members are reminded that all minutes are posted to the Town Council website and all members are invited to review all Council and Committee minutes regularly.

- b) Free Parking Days from Buckinghamshire Council

Buckinghamshire Council Car Parks in Marlow will be free to use for the first three Saturdays in December: 3rd, 10th and 17th.

MEMBERS NOTED THE REPORTS

M.54.22 Reports from Outsides Bodies

ClIr R Wilson

Reported that the Marlow Forum had appeared to have ceased.

ClIr N Mityaeva

Reported attending a Town Twinning Quiz Night Dinner.

Cllr R Scott

Reported attending a meeting of the Marlow Society on behalf of Cllr Marshall.

Cllr C Funnell

Reported attending a meeting of the Marlow Town Regatta and Festival Committee who are progressing the 2023 event.

M.55.22 Reports from Buckinghamshire Council

Cllr N Marshall

Reported a trial of solar bins in Higginson Park. The compactor bins will signal Buckinghamshire Council when they need emptying.

Marlow C of E school had applied to the Community Board to seek funding for a solar installation.

Planning Applications were being delayed due to a backlog and long waiting times for statutory consultee feedback.

Lidl was due to open on 12th November 2022.

M.56.22 Date of next meeting

Tuesday 6th December 2022 at 7.00pm

Meeting closed at 7.30pm

Town Mayor..... Date.....

PUBLIC QUESTION TIME

Marlow Resident:

Q: How do free parking days in Marlow square with the Town Council's Environmental Policy?

A: Town Mayor responded that the days offered by Buckinghamshire Council were to encourage visitors to Marlow and did not conflict with the Town Council's statements.

Q: It's been six months since the Council postponed its environmental public meeting.

A: The Town Clerk responded that there would be a meeting of the Sustainable Challenge working group next week and an update would follow.