

**LITTLE MARLOW PARISH COUNCIL**  
**The Pavilion, Church Road, Little Marlow, Buckinghamshire SL7 3RS 01628 890301**  
**Notice of the Meeting of Parish Council**  
Membership: All Councillors

Dear Sir/Madam,

I hereby give notice that the MEETING of the Parish Council of the above-named Parish will be held at **THE PAVILION on Tuesday 20<sup>th</sup> May 2025 at 8pm.**

All members of the Committee are hereby summoned to attend the meeting for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Members of the public and press are welcome to join the meeting and may only participate during the Public Participation item.

Jennie Phenix, Clerk to the Council

Dated: 13<sup>th</sup> May 2025

To Cllr

**BUSINESS TO BE TRANSACTED**

All members of the press and public are invited to attend

1. **To receive, and consider for approval, apologies for absence and reasons given**
2. **Declarations of Interest – personal or prejudicial**
3. **To approve the Minutes of Parish Council Meeting of the 25<sup>th</sup> March 2025**
4. **To take reports from these minutes for NOTE**
5. **Parish Clerk's report**
6. **Items to be taken in confidential:** To determine which items, if any, of the Agenda should be taken with the public excluded.  
Exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting
7. **Public participation – maximum 15 minutes**
8. **Items for consideration and resolution:**
  1. **Planning-**
    - a. To receive a planning report of applications up to 12<sup>th</sup> May 2025
  2. **Finance-**
    - a. To consider report from Budget Committee meeting minutes of 13<sup>th</sup> May 2025
    - b. To approve the Year End accounts for 2024/25
    - c. To approve Annual Governance and Accountability Return:
      - i. To consider Internal Auditor report 2024/2025
      - ii. To review and confirm the effectiveness of internal controls
      - iii. To approve Annual Governance Statement 2024/2025
      - iv. To approve the Asset Register as at 31 March 2025
      - v. To approve Annual Statement 2024/2025
      - vi. To approve the dates of the period for the Exercise of Public Rights
    - d. To approve income and expenditure accounts for April 2025
    - e. To approve the Investment Policy
  3. **Environment & Amenities –**
    - a. To consider report from A&E meeting minutes of 29<sup>th</sup> April 2025
    - b. To approve the biodiversity policy
    - c. To consider and approve the insurance quote for 2025/26
    - d. Abbotsbrook Hall
      - i. To receive an update on Abbotsbrook Hall
    - e. The Pavilion & Recreation Ground
      - i. To receive an update on the Pavilion & Recreation Ground
    - f. The Burial Ground
      - i. To approve the recommended quote for Cemetery mapping
      - ii. To receive an update on the burial ground
    - g. The Allotments
      - i. To receive an update on the allotments
9. **General**
  1. To review overview of LMPC policies

**Items for information only:**

**1. Reports from Meetings of Outside Bodies**

1.1 Marlow Society

1.2 Community Board action groups: Economic regeneration, Community Engagement, Transport and Highways, Environment and Climate Change

**2. Correspondence**

2.1 email regarding public rights of way on Abbotsbrook Estate

The above list is subject to any additional information which may be received following issue of this agenda

**10. Items to be included on the next Agenda**

11. **Date of the next meeting: 15 July 2025 at 8pm**