

**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 21 May 2024 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: 14<sup>th</sup> May 2024

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 19<sup>th</sup> March 2024**
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 report of the Planning Committee meeting on 13<sup>th</sup> May 2024
    - b. To receive update on Marlow Film Studios Planning Application
  2. **Finance-**
    - a. To consider report from Budget Committee meeting minutes of 7<sup>th</sup> May 2024
    - b. To approve Annual Governance and Accountability Return:
      - i. To consider Internal Auditor report 2023/2024
      - ii. To approve Annual Governance Statement 2023/2024
      - iii. To approve Annual Statement 2023/2024
      - iv. To approve the dates of the period for the Exercise of Public Rights
      - v. To approve Asset Register
  3. **Environment-**
    - a. To consider report from EA Committee meeting minutes of 23rd April 2024
    - b. To review the Environment Committee Terms of Reference and change of name
  4. **Abbotsbrook Hall-**
    - a. To receive an update re car park re-surfacing and signage
    - b. To receive an update re WIFI costs for ABH
  5. **The Pavilion and Recreation Ground-**
    - a. To receive an update on the Cricket Shed Tender process
    - b. To note ARD Quarterly Play Area Inspection April 2024
    - c. To note LM pre-school request to plant a memorial tree
  6. **Burial Ground-**
    - a. To approve amendments to Cemetery Regulations regarding scattering of ashes and internment
    - b. To note need for exhumation fees
    - c. To receive update on bee apiary
    - d. To note completion of chapel roof project
  7. **Allotments-**
    - a. To receive report on allotment occupancy, mapping and issues with accumulating rubbish and water tank
    - b. To note allotment agreement and 12month notice period to raise rent
    - c. To consider new fence for allotments due to issues with deer eating vegetables
  8. **General-**
    - a. To consider Tree Survey Works and whether new survey is required
    - b. To review the Project List & Action Plan
    - c. To receive an update on Neighbourhood Plan
    - d. To consider LMPC communication policy
9. **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 Letter sent to WBEPC confirming LMPC £3000 contribution to Water Testing Project

2.2 Whats App Message re speed limit in Little Marlow

2.3 Enquiry from Cllr D Watson re permissive paths

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: 23 July 2024 at 8pm**