

Gerrards Cross Town Council

South Lodge, East Common, Gerrards Cross SL9 7AD 01753 888018

Clerk to the Council - Mrs S Moffat clerk@gerrardscross.gov.uk

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Minutes of the Council Meeting held at 7.30pm on Monday 23rd April 2018 at Gerrards Cross Memorial Centre.

Present: Cllr C Brown (Chairman), Cllr M Baker, Cllr I Bayliss, Cllr J Chhokar, Cllr J O’Keeffe, Cllr H Orme, Cllr P Roberts, T Scott and Cllr J Woolveridge.

In Attendance: SBDC Cllr D Smith, I Gordon and Sue Moffat (Town Clerk).

Would Councillors please give any declaration of interests at the beginning of the item on the Agenda

247/17 To accept apologies of absence – Apologies were received from Cllr N Holmes, SBDC Cllr S Chhokar and BCC Cllr B Gibbs.

248/17 To confirm the Minutes of the Town Council meeting held on 19th March 2018.

At the proposition of Cllr Bayliss, seconded by Cllr Orme, these Minutes were agreed by Council and signed.

249/17 Public speaking from residents on matters relevant to the meeting’s agenda.

No members of the public wished to speak.

250/17 To confirm the minutes of the following meetings:-

1. Commons Committee held on 9th April 2018

Minutes were proposed by Cllr Orme, seconded by Cllr Woolveridge and agreed by Council and signed. Cllr Orme gave a brief summary of the contents of the Minutes and added that the wood chipper had been hired for last Saturday and GX Conservation Volunteers helped the operator by gathering the dead wood to chip. Cllr Orme worked as a conservation volunteer that morning and took photos. She thanked Bill Collins for organising the day and all the team for their help. Cllr Bayliss reported that the bare patch of grass on West Common was due to the air ambulance landing on the Common last week

2. Highways Committee held on 9th April 2018

At the proposition of Cllr Bayliss, seconded by Cllr O’Keeffe, the Minutes of the Highways meeting were agreed by Council and Cllr Brown signed the Minutes and gave a brief summary. Cllr Brown highlighted the pilot scheme for GXTC to take on pothole repair with a funding of £12k for the first year. Hopefully this can be organised through the Quadrants to report and monitor this pothole scheme. Cllr Scott reported that she had advised the property owner in Bulstrode Way that their construction work had damaged the pavement and this has now been repaired. Cllr O’Keeffe reported regards the SPWP that he will carry out the necessary review of parking restrictions, as a result of comments raised by businesses at the March Council meeting, ready for another meeting of the SPWP in two weeks. Cllr Roberts reported that he had met a senior officer of TfB responsible for gulley cleaning of B roads in GX who will specifically look in to the concerns raised by Cllr Roberts and report back. Cllr Scott suggested seeking sponsorship for the maintenance of milestones.

3. **Planning Committee Meeting on 26th March and 16th April 2018.**

Cllr J Chhokar confirmed the planning minutes and gave a brief summary of the contents highlighting those planning applications where objections were raised.

251/17 To Councillors Vacancies – To note that no election was called so the vacancies will be filled by co-option. The adverts have been circulated and the closing date is 19th April and there are 6 candidates. The Town Clerk will now arrange interviews allowing 1 hour per candidate and will circulate the CV's to all councillors.

252/17 Communications Working Party Updates

- The Minutes of the meeting on 3rd April, 2018 were approved. Cllr Baker reported that the copy date for the next edition of VOICE is 7th June 2018. It was agreed to have a presence at GX Fun Run so will need some volunteers to man the stand. It was resolved to purchase a gazebo for this event which could then be used for future events at an approximate cost up to £500. Also it was agreed to purchase up to 200 promotional bags to hand out at the Fun Run at a cost of £189/100.
- To clarify the difference between 'community' and 'commercial' activities so it is clearly understood which activities can be used for any future promotional material published by Gerrards Cross Town Council? Cllr Baker will draft a revised Media Policy for comment. The Media Policy will encourage the promotion of community or charitable events but not commercial events or that of an individual business and it will be a public event that will benefit the whole community. If any contentious events arises then it will first be agreed by councillors, via email, to ensure agreement. It was agreed to promote the Circus on the web site which is coming to West Common at the beginning of May as it is a community event on community land.

253/17 Neighbourhood Plan Steering Group (NPSG) update

Cllr Orme reported the outcome of the last meeting on 3rd April was to form groups to justify and produce evidence of the 17 proposed objectives which come under 5 headings Town Centre Housing, Traffic and Transport, Environment, Leisure Community and Health. The next meeting is in mid-May.

Cllr Woolveridge suggested promoting the Neighbourhood Plan at GX Fun Run to engage with different age groups within the community. It was agreed to ask the NP team if they wished to join the GXTC stand.

254/17 To consider the role of Associate Councillors and how to encourage greater participation?

Many of the associate councillors who have already signed up with GXTC take a rather passive role now. There may be the possibility of 4 additional associate councillors after the 2 Town Council vacancies have been filled. It was agreed that in order to encourage greater participation GXTC needs to provide the associate councillors with specific tasks such as assisting the Highways Quadrant leaders and/or helping with planning applications and/or joining GXCV team and/or participating in Working Parties such as Communications WP and the Festival Group. The Town Clerk will send out an email to councillors for any more ideas on this subject.

255/17 To ratify Gerrards Cross Town Council's response to the Ministry of Housing, Communities and Local Government regarding the decision of the Secretary of State *minded to* 'implement, subject to Parliamentary approval and further discussions, the locally proposal to replace the existing five councils across Buckinghamshire with a single council for the area. (Feedback to MHCLG by 25 May). www.futurebucks.co.uk (Final response to be circulated prior to the Council meeting).

It was agreed to have an additional meeting on this matter at 7pm on Wednesday 9th May to formulate a response to be ratified at next Council in order to allow councillors time to attend the meetings being held by BCC and District Councils on this subject. SBDC Cllr Smith added that SBDC/CDC intend to complete the Local Emerging Plan whatever happens regards changes to Unitary Authority.

256/17 To agree to submit GXTC's response regards Agenda Item 10 on Unitary Authority to SBALC and any queries raised in that discussion in order for SBALC to combine the responses and queries of all the town and parish councils in the South Bucks District.

It was agreed that unless all member town and parish councils of SBALC were in agreement then SBALC should not respond to the Consultation.

257/17 To decide any projects to put forward for funding in 2018-19 from Denham and Gerrards Cross Local Area Forum (approximately £10,000 would be available if the budget is agreed by LAF to be shared between stakeholders):- The following proposals were agreed:-
(i) £1000 towards using the Foam Stream system to control Crassula in Latchmore and New Pond;
(ii) £1000 to plant up to 5/6 street trees ;
(iii) To carry out rejuvenation work at Latchmore and New Ponds.
(iv) The installation of flower troughs along the railway bridge in Packhorse Road.

258/17 Update on the General Data Protection Regulations that comes in to force on 25th May 2018.
The report providing information on the new GDPRs was noted. The Clerk is in the process of arranging councillors' training with BALC on this topic. The Town Clerk highlighted that the Council will be the Data Controller, the Clerk will be the Data Processor and it is yet to be decided who will be the Data Officer. NALC and SLCC are still discussing this but it may be that we will need to have an independent officer to carry out this role. Also the Town Clerk pointed out that it is important for councillors to use their GX Town Council email when carrying out council business and to delete any information that is no longer required. SBDC Cllr Smith pointed out that district councillors have been informed that councillors need to be registered with the Information Commissioner's Office as they are classed as a Data Controller. The Town Clerk will seek guidance on this from BALC.

259/17 A consultation on Powers for dealing with Unauthorised Developments and Encampments
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/697354/Consultation - unauthorised encampments.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/697354/Consultation_-_unauthorised_encampments.pdf). To respond to NALC who will be responding to the Government's consultation on behalf of the local councils that it represents. It was agreed to make this response at the next Planning meeting on 30th April.

260/17 To approve payments for April 2018

- (i) Cllr Bayliss proposed the payment schedule and this was approved by Council.
- (ii) A request from Community Links Officer at Bucks CC for £200 to provide additional training to attendees at the Virtual Dementia Tour bus on 24th May. This was agreed.

261/17 Report from County and District Councillor

SBDC Report- Cllr D Smith reported:- (i) SBDC's Cabinet have approved to resubmit a planning application for a bigger car park at Station Road and the preference is for 443 spaces at a build cost of approximately £10m. The new plans will be for a more attractive building than previous plans. However, it is a contentious subject for residents of the North side of Station Road even though the buildings on the South side are 5 storey.

263/17 Report on Meetings – members update on where they have represented the Town Council since the last meeting.

Cllr Orme: – (i) Neighbourhood Plan meeting; (ii) GXCV; (iii) BCC meeting on Unitary Authority.

Cllr O'Keeffe: - (i) BCC meeting on Unitary Authority.

Cllr Woolveridge: - (i) GXCV where 15 volunteers attended in the morning and 6 in the afternoon. There was a great team effort to carry out the wood chipping and a special letter of thanks should be sent to Bill Collins for organising the day; (ii) BCC meeting on Unitary Authority.

Cllr T Scott: - (i) Meeting with property owner in Bulstrode Way to repair the damaged pavement caused by their builders.

Cllr M Baker: - (i) SBALC meeting 5th April where Lou Pattern from the CCG spoke. The CCG prefer larger clusters and not in favour of fragmented services so will be difficult to encourage a medical centre in GX; (ii) 2 BCC Unitary Authority meetings in Chesham and Beaconsfield.

Cllr Brown: - (i) Bucks CC Devolution meeting; (ii) SBALC meeting; (iii) BCC meeting on Unitary Authority.

264/17 To note information received in the correspondence at the Town Council Office.

A request to respond to Chiltern and South Bucks Open Space Strategy by 25th April. Cllr Orme presented a response which was agreed being:-

- Surprised that Bulstrode Park is considered officially as a community open space for recreation as understood it was privately owned.
- Disappointed to note that the Memorial Centre and our War Memorial were not included as a Civic space and ask that they are included.
- GX falls short regarding recreational space for young people, which GXTC knew and will consider this in future plans/discussions.
- It predicts a that GX will have an oversupply of amenity green space but a deficit of natural/ semi natural green spaces.
- It promotes 'green corridors which is good and is line with GXTC's thinking.
- The strategy promotes the limited use of pesticides and promotes justification of use, again in line with GXTC current thinking.
- Designed so as to be free of the fear of harm or crime'. This reinforces GXTC's need to be vigilant and try to eliminate/reduce/control such behaviour, by such as the picnic bench siting which is a good example.

265/17 To confirm that the next meeting of Gerrards Cross Town Council will be the Annual Town Council meeting to be held on Monday 21st May, 2018 at 7.30pm at the Memorial Centre.

The meeting closed at 10.03 pm

Signed.....

Date.....

Additional paid 29th March 2018						
		Net Exp.	VAT	Gross Exp		
	GXCA -	38.00		38.00	38.00	Room hire
	GXCA -	1375.00		1375.00	1375.00	Quarterly Ground rental
	Nexus	150.00	30.00	180.00	180.00	Web site support
	S Moffat	53.00		53.00	53.00	Clerk's mileage for 2017-18
	Gpex	765.00		765.00	765.00	VOICE printint
	Chess	114.09	22.82	136.91	136.91	telephone & broadband rental and charges

Payments 23rd April April 2018						
Chq No/Bacs/DD	Payee	Net Exp.	VAT	Gross Exp		Transaction Details
BACS	R B Treemaster Ltd	350.00	70	420.00	420.00	Chipper and operator hire for 21/4/18
BACS	Latchmoor Garden Care	75.00		75.00	230.00	Stril bull rushes New Pond
	Highways					
BACS						
BACS	Leigh Electrical	375.00	75	450.00	1266.00	Monthly street lighting contract
BACS	Leigh Electrical	340.00	68.00	408.00		New heads and cells Howards Thicket
BACS	Leigh Electrical	340.00	68.00	408.00		New heads and cells Windsor Rd
	Southern Electric	529.99	106	635.98	635.98	Unmetered electricity
BACS	Latchmoor Garden Care	155.00		155.00		Strim & tidy bench area Marsham/Oak end/Wildwood
	Administration					
	CBE Solutions	154.99	31	185.99	185.99	Quarterly photocopies in arrears
	C Brown	21.15		21.15	21.15	Mileage to Devolved Highways, Aylesbury
	S Moffat	22.56		22.56	22.56	Refreshments for ATM
	Parish Office					
DD	British Gas	164.16	8.20	172.36	172.36	Gas
DD	Chess	116.71	23.34	140.05	140.05	Telephone and broadband
DD	SBDC	1440.00		1440.00	1440.00	Office Rates
	Neighbourhood Plan					
BACS	Planet (Evolving Together)	360.00	72.00	432.00	432.00	
	Communications					
BAC	Nexus	100.00	20.00	120.00	120.00	Monthly software and support
BAC	Nexus	150.00	30.00	180.00	180.00	Quarterly web support
DD	Natwest OneCard	78.00	15.60	93.60	135.84	Microsoft 365
DD	Natwest OneCard	35.20	7.04	42.24		Microsoft 365
	Grants					
7151	GX Youth Club	6000.00		6000.00	6000.00	Grant
7152	GC Community Assoc	25000.00		25000.00	25000.00	Grant
7153	Movers and Shakers	1000.00		1000.00	1000.00	Grant
7154	Leonard Cheshire House	1000.00		1000.00	1000.00	Grant
7155	Padstone Huosing	600.00		600.00	600.00	Grant
7156	South Bucks CAB	785.00		785.00	785.00	Grant
7157	Bucks Vision	186.00		186.00	186.00	Grant
7158	GX100	2000.00		2000.00	2000.00	Grant
7159	GX & Fulmer Scouts	600.00		600.00	600.00	Grant
BACS	Salaries	4574.81		4574.81	4574.81	
	Bank charges	8.40		8.40	8.40	
	Total	46211.97	524.2	47156.14	47156.14	

Chairman.....

Date.....