

# Gerrards Cross Town Council

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## Minutes of the Council Meeting held at 7.30pm on Monday 10<sup>th</sup> December 2018 at Gerrards Cross Memorial Centre.

**Present:** Cllr C Brown (Chairman), Cllr Bayliss, Cllr J Chhokar, Cllr N Holmes, Cllr H Orme, Cllr J Palmiero, Cllr P Roberts, Cllr E Surkovic and Cllr J Woolveridge.

**In Attendance:** SBDC Cllr D Smith and Clair McCoy (Asst. Town Clerk).

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

**91/18 To accept apologies of absence** – Apologies received from Cllr Wood, Cllr O’Keefe, Bucks CC Cllr Gibbs, SBDC Cllr S Chokkar and Mr I Gordon.

**92/18 To confirm the Minutes of the Town Council meeting held on 19<sup>th</sup> November 2018.**

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

**93/18 Public speaking from residents on matters relevant to the meeting’s agenda.**

No members of the public were in attendance.

**94/18 To confirm the minutes of the following meetings:-**

**1. Commons Committee held on 3<sup>rd</sup> December 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 highlighted:- (i) The water levels of the ponds are rising with the wet weather conditions. It has been agreed to accept a quote from a company to remove some water lilies and bulrushes from New Pond using an amphibious machine; (ii) HO will draft a paper so there is a strategy in place regards requests for memorial benches; (iii) Sections of holly in West Common have been earmarked for holly mulching. Also some areas of holly regrowth in East Common will be removed using a new type of machine, a robot mulcher, which will mulch roots just under the surface of the ground so will be interesting to see how effective this is; (iv) NH asked if anyone was aware of anyone living rough on the Common as there was an incident in the town centre last week-end which suggested this might be the case. JW encouraged anyone to report such an incident to the police who should be liaising with Authorities to offer assistance.

**2. Highways Committee held on 3<sup>rd</sup> December 2018**

At the proposition of Cllr Brown, seconded by Cllr Orme, the Minutes of the Highways meeting were agreed by Council and signed after adding a section on Devolved Highways work (see iv below). Cllr Brown gave a brief summary of the contents of the Minutes and highlighted:- (i) He was concerned that the Highways Officer at Bucks CC referred a resident from Gaviots Green to contact GXTC to resolve parking problems even though GXTC is not the Highways Authority; (ii) It was agreed to accept Highways UK to offer professional advice and carry out the pothole repairs commencing with Station Rd and Oak End Way, hopefully starting before Christmas; (iii) Tesco traffic light Phase 2 – Tesco have no funding in place for future works and there appears to be no demand/complaints from customers. CB will continue to pursue this. He highlighted the proposal in the Minutes for GXTC to fund the resurfacing of

the Packhorse Road, between the newly raised section and the traffic lights, if Phase 2 was not forthcoming at a very approximate estimate of £10k. This was agreed and will be reviewed at a later date if no other options are available; (iv) Due to the approval for a single unitary authority in Bucks, Bucks CC have changed the Devolved Highways contract from 4 to 1 year. Amersham Town Council (ATC) have agreed to continue to carry out this work at the same price as the present contract which expires on 31-3-2019. However ATC need assurance that the contract will be for 4 years to ensure the availability of labour and equipment to fulfil the contract. GXTC are very happy with the quality of work provided by ATC and it was agreed to renew the contract for a 4 year period in order to maintain the standard of grounds maintenance in GX.

### **3. Planning Committee Meeting on 26<sup>th</sup> November and 3<sup>rd</sup> December 2018.**

Cllr Woolveridge confirmed the Planning Minute of 26<sup>th</sup> November and gave a brief summary of the contents highlighting those planning applications where objections were raised.

Cllr J Chhokar confirmed the Planning Minute of 3<sup>rd</sup> December and gave a brief summary of the contents highlighting those planning applications where objections were raised.

Due to the amount of planning applications received there will be an additional Planning Committee meeting on 17<sup>th</sup> December.

### **95/18 Neighbourhood Plan Steering Group (NPSG) update**

Cllr Holmes reported that the questionnaire has been distributed although some uncertainty if all households have received it. The closing date for returning the questionnaire was 7<sup>th</sup> December and then the comments will be analysed and results incorporated into the present objectives which will be amended accordingly. The announcement of the winners of the 3 x £100 drawer will be made by the Mayor at the next Council meeting in January, 2019.

### **96/18 Communications**

- (i) VOICE – It was agreed that the contents of the November edition were good.
- (ii) Events – Christmas Festival evening – It was agreed that it was a good event. Next year GXTC needs to consider well in advance what to include on the GXTC's stand to promote the work of the Council and engage with the community.
- (iii) Dates for the Diary – no additional dates/events reported.

**97/18 To consider Gerrards Cross Town Council supporting youth activities** with regards to the closure of GX Youth Club. It was suggested that perhaps provision of youth facilities have altered with the change in times such as more provision of specialist clubs, holiday clubs and availability of social media. However it was agreed to ask the community what facilities the youth would like via facebook etc, to ask the police, churches and schools and to include an article in the next edition of VOICE. GXTC will then review the situation.

### **98/18 Resolved to approve payments for December 2018**

Cllr Bayliss proposed the payment schedule and this was approved by Council.

### **99/18 Report from County and District Councillor**

**SBDC Report-** Cllr D Smith reported: (i) Bucks CC have been very active in approaching parish and town councils regards promoting a single unitary authority although nothing yet has been agreed for them to do so. The districts have been carrying on work regardless. CB asked about the locations of the community hubs. Cllr Smith responded that he knew Burnham PC and Burnham Library have been approached in search of a hub for that area; (ii) CIL Consultation closes on Friday (GXTC have already responded); (iii) JW asked, now that Planning at SBDC have merged with CDC at the Amersham offices, if the public can still visit SBDC at Capswood regards planning enquiries. Cllr Smith will check if this facility is still available.

### **100/18 Report on Meetings – members update on where they have represented the Town Council since the last meeting.**

**Cllr Bayliss:** GX Christmas Festival on 5<sup>th</sup> December.

**Cllr Orme:** NP meeting 22<sup>nd</sup> Nov, Town Centre Revitalisation meeting on 26<sup>th</sup> Nov with SBDC; Holly mulching meeting on 29<sup>th</sup> Nov and GX Christmas Festival on 5<sup>th</sup> December.

**Cllr Roberts:** Denham Aerodrome Consultative Committee- First time he has attended a meeting since 1996 where there have been no complaints from residents in GX for the last 3 months; (ii) Received

notification from GX British Legion that there was a 26% increase in the Poppy collection this year and £47 was raised.

**Cllr Holmes:** NP meeting 22<sup>nd</sup> Nov, Town Centre Revitalisation meeting on 26<sup>th</sup> Nov with SBDC and GX Christmas Festival on 5<sup>th</sup> December.

**Cllr Woolveridge:** GX Christmas Festival on 5<sup>th</sup> December.

**Cllr Brown:** Devolved Highways meeting prior to the Parish Liaison meeting on 28<sup>th</sup> Nov (minutes of the latter meeting have been circulated); GX Christmas Festival on 5<sup>th</sup> December.

**101/18 To note information received in the correspondence at the Town Council Office.**

- Letter from Martin Tett, Leader of BCC, to update towns and parish councils with the plans for the new unitary authority. The new council will be established by 1 April 2020 with elections to the new council in May 2020. Assurances were given that Bucks CC are committed to engaging with the parish and town councils in the creation of a new council and the development of a neighbourhood plan was important factor in this process.

**102/18 To confirm that the next meeting of Gerrards Cross Town Council will be the Town Council meeting to be held at 7.30pm on Monday 21<sup>st</sup> January 2019.**

**The meeting closed at 8.30 pm**

Signed.....

Date.....

Payments 10th December 2018						
Chq No/Bacs/DD	Payee	Net Exp.	VAT	Gross Exp		Transaction Details
	<b>Commons</b>					
Chq 7110	G Randall	6000.00		6000.00	6000.00	Mowing the commons during the year
BACS	Amersham Town Council	130.00	26	156.00		Playground Inspection
BACS	Amersham Town Council					
BACS	Amersham Town Council					
Chq 7111	P Collins	31.17		31.17	31.17	GXCV refreshments p.a.
BACS	S Moffat	24.20		24.20	24.20	Post Office - express carriage for water samples from ponds
BACS	Latchmore Gdn Care					
BACS	Gpex	55.00	11	66.00	822.00	GXCV banner
BACS	Gpex	224.00	44.8	268.80		E Common paly area signs
	<b>Highways</b>					
BACS	Leigh Electrical	375.00	75	450.00	6726.00	Monthly street lighting contract
BACS	Leigh Electrical	80.00	16.00	96.00		To make safe s/l Cheyne Cloae and Dukes Wood
BACS	Leigh Electrical	80.00	16.00	96.00		To make safe 198 Cheyne Close
BACS	Leigh Electrical	2480.00	496.00	2976.00		Painting of street lights x36 & straighten x4
BACS	Leigh Electrical	1400.00	280.00	1680.00		Installation of christmas lights/removal and storage for the year
BACS	Leigh Electrical	1190.00	238.00	1428.00		Additional christmas lights and connections
DD	Southern Electric	83.85	16.77	100.62	100.62	Unmetered electricity
BACS	Amersham Town Council	1809.56	361.91	2171.47	2327.47	Devolved Highways Work
BACS	Windowflowers	1004.75	200.95	1205.70	1205.70	Quarterly installment for hanging baslets and troughs
BACS	GXTC Taxi account	1000.00		1000.00	1000.00	GXTC's taxi concessionary scheme
BACS	Latchmore Gdn Care	55.00		55.00	55.00	Strim Oak End Way bench area
	<b>Administration</b>					
BACS	GXCA	110.00		110.00	110.00	Room rental
DD	Chess	115.56	23.11	138.67	138.67	Telephone and broadband
BACS	BNP Paribas	264.97	52.99	317.96	317.96	Photocopier rental
BACS	Pear technology	225	45	270.00	270.00	Mapping sftware yearly support
Chq 7112	C Brown	24.25	0	24.25	24.25	Travel expenses to aylesbury Parish Liaison meeting
BACS	SLCC	260		260.00	260.00	Yealy subscription
	<b>Parish Office</b>					
BACS	Thames Boiler Service	120.00		120.00	120.00	Boiler Service
	<b>Neighbourhood Plan</b>					
BACS	GPex	406.00	81.2	487.20		NP Questionnaire
BACS	Planet (Evolving Together)	55.00	11.00	66.00	66.00	Consultancy work
	<b>Communications</b>					
BACS	Nexus	100.00	20.00	120.00	300.00	Monthly software and support
BACS	Nexus	150.00	30.00	180.00		Quarterly web site support
BACS	D2D Distribution Ltd	350.00	70.00	420.00		Distribution of VOICE
Card	Microsoft Office 365	84.00	16.80	100.80	143.04	Microsoft 365
Card	Microsoft Office 365	35.20	7.04	42.24		Microsoft 365
	Bank Charges	8.05		8.05	8.05	October
	Bank Charges	10.15		10.15	10.15	November
BACS	Salaries	3946.05		3946.05	3946.05	
	<b>Total</b>	<b>22286.76</b>	<b>2139.57</b>	<b>24426.33</b>	<b>24006.33</b>	

Chairman.....

Date.....

Budget for 2018/2019

		Expenditure excluding vat							
		Budget	From re-allocated Reserves	Grant	Budget Expenditure to 17th November (exc.VAT)	Expenditure - Earmarked Reserves	Total Expenditure		
<b>Budget 2018/19</b>									
	<b>COMMONS</b>	£70,110.00	£33,800.00	£1,000	£26,228.26	£4,279.50	£ 30,507.76	£	-
	<b>LIGHTING</b>	£18,501.00			£10,894.46		£ 10,894.46	£	-
	<b>HIGHWAYS</b>	£53,219.00	£57,000.00		£20,297.73	£611.00	£ 20,908.73	£	-
	<b>GRANTS</b>	£36,571.00	£600.00		£34,571.00	£600.00	£ 35,171.00	£	-
	<b>COMMUNICATION</b>	£7,862.00	£11,000.00		£4,952.00		£ 4,952.00	£	-
	<b>BOOST/BKV</b>	£2,000.00			£25.00		£ 25.00	£	-
	<b>GENERAL ADMIN</b>	£13,705.00			£8,303.40		£ 8,303.40	£	-
	<b>COUNCIL OFFICE</b>	£10,692.00	£1,500.00		£4,737.91	£3,127.00	£ 7,864.91	£	-
	<b>NEIGHBOURHOOD PLAN</b>		£4,080.00	£3,171.00		£2,322.20	£ 2,322.20	£	-
	<b>SALARIES</b>	£69,000.00			£33,388.15		£ 33,388.15	£	-
	<b>PRECEPT / TOTAL</b>	£281,660.00	£107,980.00		£143,397.91	£10,939.70	£ 154,337.61	£	-