

# 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 18<sup>th</sup> June 2018 at Gerrards Cross Memorial Centre.

**Present:** Cllr C Brown (Chairman), Cllr J Chhokar, Cllr J O’Keeffe, Cllr H Orme, Cllr J Palmiero, Cllr P Roberts, T Scott and Cllr J Woolveridge.

**In Attendance:** SBDC Cllr D Smith, F Chidell and Sue Moffat (Town Clerk).

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

**24/18 To accept apologies of absence** – Apologies were received from Cllr N Holmes, Cllr Bayliss, Cllr Surkovic, SBDC Cllr S Chhokar, BCC Cllr B Gibbs and I Gordon.

**25/18 To confirm the Minutes of the Town Council meeting held on 21<sup>st</sup> May 2018.**

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

**26/18 Public speaking from residents on matters relevant to the meeting’s agenda.**

No members of the public wished to speak.

**27/18 To confirm the minutes of the following meetings:-**

**1. Commons Committee held on 4<sup>th</sup> June 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.

**2. Highways Committee held on 4<sup>th</sup> June 2018**

At the proposition of Cllr Brown, seconded by Cllr Orme, the Minutes of the Highways meeting were agreed by Council and signed after amending Minute 7 NW quadrant to remove (iii) and to change Crossfields to Crossfield House. Also to remove first sentence of line 3 under 8 (i). Cllr Brown gave a brief summary of the contents of the Minutes. He highlighted: - (i) At the new development in Station Road with junction of Marsham Lane, since the Highways meeting, Cllr Brown has seen workman supervising traffic whilst lorries are unloading along Marsham Way which has improved the safety of pedestrians; (ii) Footpath from Bulstrode Way to entrance of Bulstrode Park needs cutting back; (iii) White House, East Common has been coned off along the road probably for safety reasons as the building is in a dangerous condition.

**3. Planning Committee Meeting on 29<sup>th</sup> May and 11<sup>th</sup> June 2018.**

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

7.50pm Cllr Scott joined the meeting.

Cllr Chhokar reminded councillors to look at the Planning agenda as soon as it is circulated in case a councillor is unable to make comment on their allocated the plan it can then be re-assigned and allow adequate time for the next councillor to view the plan. Also if any new councillor wishes to shadow a more experienced councillor when considering planning applications then please ask as this would be helpful in learning the planning procedure.

**28/18 Councillor Vacancy – To confirm** Martin Baker has resigned from the council. The Official Vacancy Notice is now on display on the noticeboards as from 6<sup>th</sup> June. If within 14 days of this date (excluding weekends) 10 electors do not give notice to the Returning officer at SBDC for a by-election, then we can fill these casual vacancy by co-option. 14 days will bring us to the 25<sup>th</sup> June.

**29/18 Neighbourhood Plan Steering Group (NPSG) update**

Cllr Orme reported there has been no further meetings since the last Council meeting but the groups are still working on their allocated projects.

Cllr Woolveridge pointed out that she was surprised to learn from the SBALC minutes that Hedgerley PC were not going to carry out a Neighbourhood Plan as surrounded by woodlands. Cllr Orme believed it was important to identify Green Belt in the NP Plan for future protection.

**30/18 General Data Protection Regulations – Gerrards Cross Town Council approved** the following:-

(i) Information & Data Protection Policy; (ii) General Privacy Notice and; (iii) Privacy Notice for Staff, Councillors and Role Holders (*as circulated*).

**31/18 The Annual Internal Audit Report was noted.**

**32/18 Resolved to approve The Annual Governance Statement for the year ended 31st March 2018** (*as circulated*).

**33/18 Resolved to The Statutory Annual Accounting Statements for the year ended 31st March 2018** (*as circulated*).

**34/18 Resolved to approve the Balance Sheet and Income and Expenditure Accounts for the year ended 31 March 2018** (*as appended*).

Cllr Orme will confirm a date in July for the next F&GP meeting to consider the use of the General Reserves. Committees can then put forward additional projects requiring expenditure.

Also the F&GP budget setting meeting will be at 7pm on 29<sup>th</sup> October, 2018.

**35/18 To approve payments for June 2018**

- (i) Cllr Orme proposed the payment schedule and this was approved by Council.
- (ii) To note that 2 additional payments were made from Cllr Gibbs Community Fund.

8.10pm Cllr Smith joined the meeting.

**36 /18 Report from County and District Councillor**

**BCC Report – Cllr Gibbs submitted a written report:** - (i) On her enquiry as to allocation of extra funding for road maintenance across the County as to whether it was done on road length (benefitting the rural areas) or road usage (benefitting the built up areas), the response was that the allocation was made on road length. Cllr Gibbs will ask this to be reviewed by the Cabinet and asked for GXTC's assistance in this; (ii) No news of the MOU re potholes but will chase Paul Irwin; (iii) Queen's award - This is an award for groups of volunteers and is widely considered to be the MBE for groups. Cllr Gibbs proposed that GXCV should be nominated as this group has worked tirelessly for years helping to keep the Common as a wonderful resource for the whole Community. This was agreed by Council. The web site is [www.https://gavs.direct.gov.uk](http://www.https://gavs.direct.gov.uk); (iv) Anti-social behaviour – There has been an incident recently on members of a local family. The police have been informed and carrying out investigations;

At this point Cllr Scott added that a petition from the family concerned had been circulated and presented to Dominic Grieve MP and Cheryl Gillan MP. As advised by GXTC's Chairman, Cllr Brown, the Council must remain neutral in these situations and support the police. Cllr Brown confirmed that GXTC had been advised by the police not to become involved in case it jeopardized the trial and that the Police were taking appropriate action. Cllr Orme stated that, as she had written in an article last year, it was important to report any incidents of crime in order to raise the profile of the area and the police did not advise GXTC to fund a PCSO as no guarantee that the PCSO would remain in the GX area. Cllr O'Keeffe added that GXTC are in the process of installing CCTV cameras along Packhorse Road and the street lighting supplied by GXTC is now much brighter as now converted to LED. Also it was agreed that it was not the remit of GXTC to use a metal detector on the Commons to search for hidden weapons. This is a police matter. Lastly, the Town Clerk informed the Council that a member of the family concerned had been in contact with her and was in a very distressed state. The Town Clerk arranged for the Police to contact the family. The police confirmed they had been in contact that very same day and issued the following public statement: *'PC Covey can advise that extra patrols in and around the GX area are taking place, by shift officers as well as the neighbourhood teams, and the youths in question are being stopped and spoken to at every opportunity. Also other work is being undertaken with the youths, the detail of which she cannot go into at this time'*.

(v) Community Fund - Last year there was £1375 to allocate for projects in the division. The money went to the Guides for two tents, the Scouts and Cubs for all the equipment to enable the Chef's/ cooking badges to be worked towards and part funding for a new cooker for the Memorial Centre. This was all allocated under the banner of encouraging healthy communities. The same amount of money is available again this year and there has been a request from the Youth Club for help to buy some Mountain bikes which will be used both by the present members of the club but also as a "hook" to help recruit new members.

**SBDC Report- Cllr D Smith** reported:- (i) SBDC's Planning application for a new car park in Station Road will be submitted soon and heard at the August or, more likely, September Planning meeting. Cllr Gibbs and he will not be voting on this matter as both being members of the Cabinet it would be classed as pre-determination. Cllr Smith has received lots of feedback from residents already on this matter. Cllr Smith suggested that a representative from GXTC may wish to speak at public session of SBDC's Planning meeting when the car park is being determined. Cllr Chhokar asked if the results of the poll carried out by SBDC/CDC on Unitary Authority has been made available to the public but Cllr Smith did not know.

### **37/18 Report on Meetings – members update on where they have represented the Town Council since the last meeting.**

**Cllr Brown:-** (i) AGM of SBALC where he was voted in as Vice-Chairman again. The request for a Planning Officer to attend an SBALC meeting was postponed until after the new head of Planning was in place but in the meantime contact John Reed if any issues arise; (ii) A meeting to set up a Community Forum as a replacement for BOOST. The Festivals Working Group has formed as a result of Boost but would still like Community Forum to co-ordinate all other events in GX. No one has come forward unless we can persuade the traders to become more active.

**Cllr Orme:** – (i) Community Forum meeting; (ii) AGM of SBALC; (iii) Chiltern Cheshire Homes 50 Anniversary tea party which was very enjoyable and ; (iv) South Bucks Charity, Making a Difference, where money was raised with a production of 'Shakespeare in the Garden'.

**Cllr Palmiero:** - Community Forum meeting where he has offered to sound out the businesses as soon as he is comfortable to do so as a town councillor. There is no deadline.

**Cllr Roberts:** - Denham Aerodrome Consultative Committee – No complaints were received from GX but 2 out of district, 38 planning applications with 2 from GX, still waiting to replace the old bungalow but is a bat sanctuary; (ii) 10<sup>th</sup> July the 100 Anniversary of the RAF with a 100 plane by-pass. He will let us know if the flight pass over GX.

**Cllr Scott** – (i) Liaison with family involved with ASB incident in GX; (ii) Taken photos of building works not adhering to H&S in Bulstrode Way.

**Cllr O'Keeffe:-** (i) GXCVC morning.

**Cllr Woolveridge:** - (i) GXCVC where 11 volunteers attended in the morning. Cllr O'Keefe and others are now leaving the large logs in areas where easy public access.

**38/18 To note information received in the correspondence at the Town Council Office.**

- Minutes of the SBALC AGM have been circulated.
- The Clerk has circulated information on 'The Mayor' for information.
- There will be a pre-meeting at 7pm before the July Council meeting with a presentation from GXCA.

**39/18 To confirm that the next meeting of Gerrards Cross Town Council will be the Annual Town Council meeting to be held on Monday 16<sup>th</sup> July, 2018, 7.30pm at the Memorial Centre.**

**The meeting closed at 10.03 pm**

Signed.....

Date.....

Payments 18th June 2018						
Chq No/Bacs/D	Payee	Net Exp.	VAT	Gross Exp		Transaction Details
<b>Commons</b>						
BACS	Pyramid Consulting	650.00		650.00	650.00	The Camp - Tree safety survey
BACS	Latchmore Garden Care	235.00		235.00	335.00	Strimming Camp, Common
BACS	Amersham Town Council	130.00	26	156.00	2327.47	Playground weekly checks
<b>Highways</b>						
BACS	Leigh Electrical	375.00	75	450.00	954.00	Monthly street lightling contract
BACS	Leigh Electrical	340.00	68.00	408.00		New head Fulmer Rd
BACS	Leigh Electrical	80.00	16.00	96.00		Repair door, Gaviots Way
DD	Southern Electric	499.79	99.95	599.74	599.74	Unmetered electricity
BACS	Amersham Town Council	1809.56	361.91	2171.47		Devolved Highways Work
BACS	Latchmoor Garden Care	100.00		100.00		Strim & tidy bench area Marsham/Oak end/Wildwood
	Organik Gardens	253.63		253.63	253.63	Repair and paint benches
	Windowflowers	1004.75	200.95	1205.70	1205.70	Quarterly maintenance charge of planters and hanging baskets
<b>Administration</b>						
BACS	GXCA	98.00		98.00	98.00	Room hire
	Viking	55.93	11.19	67.12	67.12	Stationery
	C Brown	22.75		22.75	22.75	Mileage and parking - Parish Liaison meeting, Aylesbury
7169	Chiltern Society	30.00		30.00	30.00	Subscription
7170	Petty cash	278.74		278.74	278.74	Top up to £300
<b>Parish Office</b>						
<b>Neighbourhood Plan</b>						
<b>Communications</b>						
BAC	Nexus	100.00	20.00	120.00	120.00	Monthly software and support
Card	Microsoft Office 365	78.00	15.60	93.60	135.84	Microsoft 365
Card	Microsoft Office 365	35.20	7.04	42.24		Microsoft 365
BACS	Salaries	4757.17		4757.17	4757.17	
	Bank charges	11.90		11.90	11.90	
	<b>Total</b>	<b>10945.42</b>	<b>901.64</b>	<b>11847.06</b>	<b>11847.06</b>	

Chairman.....

Date.....

Cllr Gibbs Community fund in GXTC's bank account of £1375						
05-06-18						
BACS	GX Guides	458.00				Cooking equipment
BACS	GX CA	500.00				Towards a new oven

Budget for 2018/2019

	Expenditure excluding vat			Council Meeting July 2018		
Budget 2017/18	Budget	From re-allocated Reserves	Budget Expenditure to 23rd April 2018 (exc VAT)	Expenditure - Earmarked Reserves	Total Expenditure	
<b>COMMONS</b>	£70,110.00	£0.00	£2,050.00		£ 2,050.00	
<b>LIGHTING</b>	£18,501.00		£4,686.61		£ -	
<b>HIGHWAYS</b>	£53,219.00	£50,000.00	£7,932.50	£0.00	£ 7,932.50	
<b>GRANTS</b>	£36,571.00	£600.00	£34,571.00	£600.00	£ -	
<b>COMMUNICATION</b>	£7,862.00	£12,500.00	£2,005.60		£ 35,171.00	
<b>BOOST/BKV</b>	£2,000.00				£ -	
<b>GENERAL ADMIN</b>	£13,705.00		£3,922.55		£ -	
<b>COUNCIL OFFICE</b>	£10,692.00	£1,500.00	£1,604.16	£3,127.00	£ 4,731.16	
<b>NEIGHBOURHOOD PLAN</b>		£4,080.00		£639.00	£ -	
<b>SALARIES</b>	£69,000.00		£13,360.75		£ -	
<b>PRECEPT / TOTAL</b>	£281,660.00	£68,680.00	£70,133.17	£4,366.00	£ -	
					£ 74,499.17	