



Gerrards Cross Town Council

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

Clerk Jiya H Jilani *Jiya H Jilani*

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21st September 22

To Councillors: Cllr Wood (Chairman), Cllr Keeffe (Deputy Chairman), Cllr Bracken, Cllr Barnett, Cllr Chhokar, Cllr Da Costa, Cllr Davey, Cllr Greenfield, Cllr Stuart-Lee, Cllr Roberts, Cllr Peck, Cllr Holborn

You are hereby summoned to

Full Council meeting to be held at the Memorial Centre (Garden Room) 4 on Monday 26th September 2022 at 7.00 pm for the purpose of transacting the following business.

Agenda

1. **To accept apologies for absence.**
2. **Declarations of Interest are requested at the beginning of each item.**
3. **Public Speaking from residents regarding matters relevant to the meeting's agenda with time allowed 5 minutes per person.**
4. **Representative (CEO) of Bucks & Milton Keynes Assoc. of Local Councils - Mel Woof to speak to the Council.**
5. **Report from Buckinghamshire Councillors**
6. **Marsham Lane & Mill Lane planning update**
7. **Bank accounts update: possible changes to mandate for NatWest**
8. **To approve the Minutes of the following meetings**
 - **Full Council meeting dated 25th July 2022**
 - **Communities meeting dated 8th September 2022**
 - **Planning committee meeting dated 1st August & 20th September 2022**
 - **F&GP meeting 8th September 2022**
9. **Updates on Highways & Commons committee matters (meeting adjourned on 12th September due to Her Majesty's demise)**
 - **Approve quote for Vascar signs**
 - **Approve quote for concrete base for rhino posts**
 - **Christmas lights update and resolve the issue of electronic timers (£3410)**
 - **Approve zigzag 57 bolts**
10. **Engagement of Aubergine for our Website on the basis of their revised proposal dated 2 September.**
11. **Cllr Wood : Community Board Biodiversity**

12. **To approve £50 per annum as payment to the post office for managing the taxi scheme.**
13. **Update on the training budget.**
14. **To review the quotes and agree the way forward**
 - Insurance renewal (documents attached)
 - Photocopier (Recommendation to be made by Deputy Clerk)
 - Alarm & security monitoring (Recommendation to be made by Deputy Clerk)
15. **Update on Office PCs & IT system**
16. **F&GP update and action items for decision by Council**
 - List of regular and one-off payments for approval
 - Bank reconciliation for a) NatWest account and b) Unity Trust account
17. **Review of policies and procedures.** Action Group recommended policies proposed to be adopted by Council
 - a) Financial regulations
 - b) Investment strategy
 - c) Complaints P&P
 - d) Freedom of information P&P
 - e) GDPR
 - f) Standing Orders
 - g) Grants and donations policy
18. **Inviting applications for grants to be made in 2023/24**
19. **Proposed creation of action group to consult and respond to LGBC Boundary Change proposals**
20. **Voice newsletter - next edition**
21. **Councillors' attendance of meetings**
22. **Christmas event planning update**
23. **To note information received in the correspondence at the Council office.**

The next Council Meeting of GXTC will be held on the 24th October 2022.

The Chairman of the Council committee reserves the right to change the order of the agenda during the meeting.