

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

www.gerrardscross.gov.uk



To all members of the Council

You are hereby summoned to a meeting of the Council meeting to be held in the Garden Room at the Memorial Centre

on Monday 24th January, 2022 at 7.00pm
for the purpose of transacting the following business.

S Moffat

Sue Moffat
Clerk to the Council

17th January 2022

Agenda

- 1. To accept apologies of absence.**
- 2. Declarations of Interest are requested at the beginning of each item.**
- 3. To approve the Minutes from the Full Council meeting on 13th December 2021.**
- 4. Public Speaking** from residents regarding matters relevant to the meeting's agenda with time allowed 5 minutes per person.
- 5. To agree to accept Lisa Lindvall as an Associate Town Councillor.** Declaration of Acceptance of Office to be duly signed and to agree to adhere to the Code of Conduct.
- 6. Report from Buckinghamshire Council Councillors.**
- 7. To confirm the Minutes of the following meetings:-**
 - Commons Committee 17th January 2022.
 - Highways Committee 10th January 2022.
 - Planning Committee 20th December 2021, 4th January and 17th January 2022.
- 8. Neighbourhood Plan Steering Group (NPSG)** – The Town Clerk has submitted the Draft Screening of the Neighbourhood Plan to the Neighbourhood Planning Team at Buckinghamshire Council.
- 9. Proposed new terms of GXTC's lease of South Lodge with Gerrards Cross Community Association - Update.**
- 10. Office refurbishment** – On 19th July 2021 a quote of £24,000 was accepted which included complete decoration, furniture and hot water in the toilet. There is an additional cost of £680.00 for replacing and tidying up the IT cabling by our IT company. The quote from March 2021 has now increased to £24,352 due to increase cost of materials. There is £24,000 in Earmarked Reserves. The project was put on hold due to the Lease negotiation with Gerrards Cross Memorial Centre which commenced last summer. To resolve to commence the office refurbishment with the outstanding balance being met from General Reserves as and when the new Lease has been finalised.
- 11. High Street Rejuvenation** – Update. Does Gerrards Cross Town Council (GXTC) wish to accept the offer from Economic Development Officer at Bucks Council for lamppost banners (about 10) for the town centre funded from the Welcome Back Fund. These banners are hoping to be bespoke banners with logos/wording associated with the town.
- 12. Precept for 2022-23** – At the Council meeting of 15th November 2021 it was agreed to raise the precept for 2022-23 by 15%. Since that date Buckinghamshire Council have sent out the Parish Precept calculator based on an estimated Band D Tax. When using this, the precept increases to 16.35%. In order to maintain a

15% increase, as agreed, a £4000 reduction is required. The Town Clerk is proposing a £4000 decrease in the new budget heading 'High Street Decoration' under Highways. This will reduce the budget from £5000 to £1000. (*Proposed budget attached and in shared Drive*). Accordingly, the precept request will reduce from £348,384 to £344,384. Other funding sources could be sought for High Street Decoration to make up the shortfall such as sponsorship. **N.B.** GXTC has just received notification that CIL Neighbourhood Portion will be made at the end of April 2022 of £3,446.55 from Planning Application PL/21/0946/FA. This is the first time GXTC has received CIL funding.

13. **At the request of Cllr Davey:- Invoices being available electronically** (*Town Clerk's report attached and in Shared Drive*).
 - How do the Council manage this and how do we incorporate it in the Financial Regulations?
 - Support Cllr Brackens request to expand coverage of the external audit to include the Financial Regulations.
 - Implementation Plan.
14. **Internal Auditor** – The Internal auditor has now retired and in the process of commissioning the services of a new internal auditor. The Town Clerk has researched this and has information on possible candidates. **To agree to delegate** to the Chairman and Vice-Chairman of Finance and General Purpose Committee and the Town Clerk to appoint a new internal auditor. Also, **to resolve** if GXTC wishes to continue with quarterly internal audits p.a. or if other internal audit measures to be put in place?
15. **To consider employing a handyman contractor for 2 hours a week.** Denham Parish Council has been contacted about the possibility of an available handyman but no response to date. The cost of this would be approximately £1560 plus materials.
16. **To agree to sign the Devolution Agreement for 2022-23** – Devolution Agreement to be signed by 7th February 2022 which means GXTC will continue devolution work regards grass cutting, hedges etc for another year with a funding from Bucks Council of £12,968.32. (*Attached and in Shared Drive*).
17. **To agree the recommendations from the Community Structure Working Party** (*to be circulated*).
18. **To approve payments for January, 2022** (*to be circulated*)
19. **Report on meetings** – members update on where they have represented the Town Council.
20. **To note information received in the correspondence at the Council Office** –
21. **The next Council Meeting of Gerrards Cross Town Council will be at 7.00pm on 28th February, 2022 at the Memorial Centre.**