

Gerrards Cross Town Council

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

Chair to the Council – **Cllr A Wood** Andrew.Wood@gerrardscross.gov.uk

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Minutes of the Council Meeting held at 7.00pm on Monday 25th April 2022 at Gerrards Cross Memorial Centre

Present: Cllr. A Wood (Mayor), Cllr. C Da Costa, Cllr N Barnett, Cllr. T Greenfield, Cllr. B Holborn, Cllr. B Peck Cllr. J O'Keeffe, Cllr. P Roberts, Cllr C. Stuart-Lee, Cllr.J Chhokar.

In Attendance: Jennifer Woolveridge (Associate Councillor), Lisa Lindvall (Associate Councillor), Chris Brown (Associate Councillor), Sue Moffat (Town Clerk), Amy McCreary (Deputy Town Clerk) and one member of the public.

195/21 To accept apologies of absence Cllr S Davey, Cllr. M Bracken, Buckinghamshire Cllr. S Chhokar,

196/21 Declaration of Interests - Councillors please give any declarations of interest at the beginning of the item on the Agenda.

197/21 To approve the Minutes from the Full Council meeting on 24th January 2022.

The Chair reported that, after trying to go to mediation as previously agreed, BALC have confirmed that the minutes stand in the previously agreed format including Cllr Davey's amendments and that these are the minutes to be recorded. The Clerk (Sue Moffett) was advised that if she wanted to put something on them to say that she does not agree with them, she may do so. The Clerk stated that she would like it minuted "I disagree with it, because my minutes were an exact record of the meeting". The Minutes were approved unanimously with the exception of Cllr B Holborn who objected.

198/21 To approve the Minutes from the Full Council meeting on 28th March 2022.

The Chair proposed the minutes and they were seconded by Cllr C Da Costa.

199/21 Public Speaking - None.

200/21 Report from Buckinghamshire Council Councillors

Cllr Wood (Buckinghamshire Unitary Councillor) reported that there would be a Full Council meeting on Wednesday night where it was expected that discussions would centre about budgets. Rising adult social care costs and children's transport costs are causing financial pressures. Buckinghamshire Council are handling the Ukraine situation extremely well and being very proactive.

Cllr Wood will be meeting the Local Area Technician (LAT) to show him roads that desperately need attention.

Cllr J Chhokar asked why the Buckinghamshire Councillors were not invited to the Annual Town Council meeting. The Clerk responded that there was not an agenda item for them to speak. Cllr J Chhokar said he was disappointed that they had not been invited.

Cllr. B Holborn asked about bin collection with the change in collection days and questioned whether everyone had been advised as to their revised collection day. Cllr Wood believed the letters had been sent out. Cllr Wood had reported some issues with the new collection routine.

Cllr. C Da Costa asked whether cardboard and other recycling, when taken away by the waste team, was treated as one i.e. mixed in together. Cllr Wood believed that they were treated and processed separately. The bin trucks have separate hoppers/bins for each.

201/21 To confirm the Minutes of the following meetings:-

- (i) Extraordinary Council Meeting of 13th April 2022 Cllr Wood proposed, Cllr N Barnett seconded, and the Council agreed.
- (ii) Extraordinary Council Meeting 21st April 2022 Cllr Wood proposed, Cllr T Greenfield seconded, and the Council agreed.
- (iii) Communities Committee 11th April. Cllr Wood proposed, Cllr O’Keeffe seconded, and the Council agreed.
- (iv) Commons Committee 19th April 2022 Cllr Greenfield proposed, Cllr B Peck seconded, and the Council agreed.
- (v) Highways Committee 11th April 2022 Cllr Wood proposed, Cllr Da Costa seconded, and the Council agreed.
- (vi) Planning Committee 4th April 2022 Cllr Chhokar confirmed the Minutes
Planning Committee 19th April 2022 Cllr Holborn confirmed the Minutes.
- (vii) Staffing Committee 5th April 2022 Cllr Stuart-Lee proposed, Cllr. B Peck seconded, and the Council agreed.

202/21 Neighbourhood Plan Steering Group (NPSG) – No update as there have been no meetings since the draft Steering plan was submitted.

202/21 Proposed new terms of terms of GXTC’s lease of South Lodge with Gerrards Cross Community Association – The lease has been agreed and we are currently waiting for physical copies of the lease to sign.

Office Refurbishment:

The outgoing Clerk (Sue Moffat) advised that the temporary removal of any paperwork from the office must be done by the Clerk. The new Clerk may not know where the documents are but there is a list of all stored documents.

Cllr Peck and Da Costa offered their services jointly to manage the project of the office refurbishment. The council accepted their kind offer.

The Clerk (Sue Moffat) had assumed that she was to pass confidential information on to the Locum Clerk. The council made it clear to her that no confidential information was to be handed over by her to the Locum Clerk. The purpose of the proposed visit by the Locum was simply for introductions and to be shown around the office.

Cllr O’Keeffe confirmed on a Point of Order. The Council had previously agreed that the Clerk was to hand over all confidential papers to the Chair of the Council prior to the appointment of a new Clerk. Nothing confidential was to be handed to anyone else.

Cllr Wood informed the meeting that the appointment of a Locum Clerk had only been confirmed at 11pm the previous night.

203/21 High Street Rejuvenation – Cllr Lindvall had nothing further to report.

Cllr Wood thanked Cllr Lindvall and the Clerk for the Flags, Flag Poles and the Bunting as it has brightened up the High Street as he has had several people commenting on how attractive it was.

204/21 Meeting Room for Council meetings – The only currently available suitable option if we need no-step access to the Town Council meeting room is the Youth Club. The Clerk noted that it does not have good Wi-Fi connection. As the Clerk normally gets advance warning from of visitors wanting to speak, it was agreed to put a note on all meeting agendas requesting that anyone with access requirements contact the council so that a suitable room can be found.

205/21 To consider the IT audit certificates – No feedback received. However, Dan from Nexus had requested a meeting with the Chair and the Clerk. The Clerk was tasked to arrange the meeting. The Clerk confirmed that all the hand over schedules including the Website details would be handed over to the Chair.

206/21 IT Policy – A meeting with the Internal Auditor has been arranged for 28th April 2022. It was agreed that Dan from Nexus should attend for part of this meeting.

207/21 To consider the flying of the Ukrainian flag – It was agreed to fly the flag for another month subject to its not clashing with a designated UK flag flying day. The Chair and the meeting thanked Cllr Holborn for his work in putting the flags up and down as required.

208/21 To approve payments for April 2022 – Cllr Chhokar reported the Town Council Grant payment went out and all the other payments are fairly routine. Cllr Chhokar asked whether the Clerk had cancelled GazProm yet. The Clerk noted that we have to change it, but the contract runs to July 2022. The Clerk confirmed that four councillors have completed the bank mandate forms and that she now had to phone the bank to get the authority transferred over. Cllr Chhokar asked the Clerk about moving the required figures down to ‘Earmarked Reserves’ at the end of the year. The Clerk confirmed she had those figures for Cllr Chhokar. Cllr Chhokar confirmed that he would be check the Bank Reconciliation with the Clerk before she leaves.

209/21 Report on Meetings – Members update on where they have represented the Town Council.

Cllr Barnett – Meeting with Denham Airfield on 9th March.

Cllr Greenfield – Tree planting on West Common.

Cllr Stuart-Lee – Tree planting on West Common. Contacted all 5 GX schools re Picnic in the Park.

Cllr Wood – Tree planning on West Common. Two meetings with Swish Fibre. Meeting with Crown Plaza. Two meetings with Christmas Light companies.

Cllr O’Keeffe - Two meetings with Christmas Light companies.

Cllr Holborn – Flag days 21st & 23rd April.

Cllr Peck – Tree planting on West Common.

Cllr Roberts – None.

Cllr Da Costa – Interviewing candidates.

Cllr Chhokar – Meeting with residents in Gaviots Green

210/21 To note information received in the correspondence at the Council Office – (i) Alan Moore, a past Chairman GXTC, had died. The Clerk was asked to write to his family giving the Town Council’s condolences. (ii) The Clerk informed the meeting the cleaner who cleans the Town Council Offices had decided to retire. The council asked the Clerk to pass on our thanks to her for her years of service. (iii) The Chair thanked Cllr O’Keeffe, Cllr Lindvall and Mr Andy Clark for their hard work in advertising the Queen’s Jubilee Celebrations on 4th June.

211/21 The next Council Meeting of Gerrards Cross Town Council will be at 7.00pm on 23rd May 2022 at the Memorial Centre.

The meeting closed at 8.03pm

Signed.....

Date.....