

Gerrards Cross Town Council

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

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Minutes of the Council Meeting held at 7.00pm on Monday 28th March 2022 in The Garden Room at Gerrards Cross Memorial Centre

Present: Cllr. A Wood (Mayor), Cllr S Davey, Cllr. C Da Costa, Cllr. T Greenfield, Cllr. B Holborn, Cllr. B Peck Cllr. J O’Keeffe, Cllr. P Roberts, Cllr C. Stuart-Lee.

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

The meeting was recorded.

175/21 To accept apologies of absence Cllr N Barnett, Cllr. M Bracken, Cllr. J Chhokar, Buckinghamshire Cllr. S Chhokar, Jennifer Woolveridge (Associate Councillor).

176/21 Declaration of Interests - Councillors please give any declarations of interest at the beginning of the item on the Agenda.

177/21 To approve the Minutes from the Full Council meeting on 24th January 2022 (report to be circulated) and 28th February 2022. The Council agreed to go to mediation with BALC in order to agree the Minutes dated 24th January 2022.

The Minutes dated 28th February 2022 were proposed by Cllr Wood, seconded by Cllr Stuart-Lee and the Council agreed.

178/21 Public Speaking - The Head Teacher of Thorpe House School addressed the Council to inform them that they want to expand the retention of students up to the age of 18 by offering sixth form education. Their plan is to lease the Valkyrie House building on Packhorse Road. Thorpe House School would like to work with local businesses by setting up apprenticeship schemes with them.

179/21 Report from Buckinghamshire Council Councillors

Cllr Wood confirmed that there had been some process issues with the Ukraine Visa scheme. Residents in Buckinghamshire who want to offer accommodation must go through the council and clear a DBS check. If they fail to do this, they will not receive any payment from the government. The sponsorship payment of £350 per month will run for six months. The refugees will be signed up to doctors, vaccinations and schools which could lead to delays for local residents. Buckinghamshire Council’s budget is already stretched due to the rise in cost of adult social care. Transport for Buckinghamshire are working towards a more transparent system and the new contractor will not be able to quality check their own work. The Town Clerk to send the measurements of the Welcome to Gerrards Cross sign to the Denham Local Area Technician.

180/21 To confirm the Minutes of the following meetings:-

- (i) Extraordinary Council Meeting of 21st February and 21st March 2022 Cllr Wood proposed, Cllr Holborn seconded, and the Council agreed.
- (ii) Communities Committee 28th February and 14th March 2022. Cllr Wood proposed, Cllr O’Keeffe seconded, and the Council agreed.
- (iii) Commons Committee 21st March 2022 Cllr Greenfield proposed, Cllr Stuart-Lee seconded, and the Council agreed.

- (iv) Highways Committee 14th March 2022 Cllr Wood proposed, Cllr Da Costa seconded, and the Council agreed.
- (v) Planning Committee 7th and 21st March 2022. Cllr Holborn confirmed the Minutes.

181/21 Neighbourhood Plan Steering Group (NPSG) – No update as there have been no meetings since the draft Steering plan was submitted.

182/21 Proposed new terms of terms of GXTC's lease of South Lodge with Gerrards Cross Community Association – The Town Clerk confirmed that she had not received the final agreement yet.

183/21 High Street Rejuvenation – The Council thanked Associate Cllr Lindvall for organising the high street entertainment throughout the month of March. They also thanked Matt Lindvall for stepping in last Saturday and overseeing the project on behalf of Associate Cllr Lindvall. Cllr Lindvall confirmed that the Union Jacks and bunting have been put up in the high street and will stay up until the Queens Jubilee. If any of the decor starts to look tired contact Associate Cllr Lindvall for removal.

184/21 To agree the draft agenda for the ATM on 13th April 2022 – The Town Clerk to add an agenda item for the Communities Committee. It was agreed to remove the Police section from the agenda as they are unable to attend. The Council agreed to have drinks and nibbles available after the meeting.

185/21 Meeting Room for Council Meetings – As the Garden Room will no longer be available for hire it was agreed that the Town Clerk should ask if the Youth Club is available and report back at the next meeting.

186/21 Best Kept Village Competition – The Council agreed to spend £25.00 to enter the Best Kept Village competition.

187/21 To consider the IT audit certificates - The Town Clerk is waiting for the contractor to report back.

188/21 IT Policy – The Town Clerk is waiting for the contractor's and the internal auditor's recommendations and will report back at the next meeting.

189/21 To agree the digital storage of information (invoices, quotes, contracts, etc.) and its access. The Council agreed.

190/21 To agree for Councillors to have access to original information details relating to the business of the committees they are a member of. The Council agreed.

191/21 To agree stress testing and power of lampposts for CCTV/Christmas decoration and hanging baskets – The Council agreed to pay £13760 for the stress testing and power of lampposts for CCTV/Christmas decorations.

192/21 At the request of 'Cllr Wood, **'To discuss recruitment of the Town Clerk's vacancy'** – Cllr Stuart-Lee and the Town Clerk have agreed on three potential candidates so far. The Council agreed that they would contact a recruitment agency if the candidates were unsuitable. The interviews will be planned by the Staffing Committee.

193/21 At the request of Cllr O'Keeffe, **'With the not-too-distant departure of the Clerk from Gerrards Cross Town Council, to discuss and decide on procedures, set priorities to work out a hand over plan for the running of all aspects of the Town Council office and the Clerk's duties'**. It was agreed that The Town Clerk should discuss with Cllr Stuart-Lee about her hand over and any processes. Cllr O'Keeffe would like to have a meeting with the Town Clerk to discuss the CCTV and Parking Review. A resolution needs to be in place with one Councillor to take over. Cllr Peck to forward the email regarding access to the systems to Cllr Stuart-Lee.

194/21 To approve payments for March 2022 (as circulated) and to agree any outstanding invoices to be approved by the Chairman of F&GP and the Town Clerk for payment by the 31st

March, 2022 (which is the end of the financial year) and listing of these invoices to be reported to the next Council meeting. The payments were approved. The Town Clerk to send Cllr Davey the website contract.

195/21 Report on Meetings – Members update on where they have represented the Town Council. Cllr Holborn attended the West Common Residents Association Meeting, an online TFB stakeholder information session, online improving the environment action group community board meeting.

Cllr Barnett also attended the Community Board meeting.

Cllr Greenfield West Common Residents Association.

Cllr O’Keeffe attended the West Common Residents Association and represented the Town Council on the high street for the Welcome Back Fund.

Cllr Peck and Cllr Wood attended the Community Hospital Focus Group Meeting.

Cllr Roberts attended the Denham Aerodrome meeting.

Cllr Wood attended the West Common Resident Association Meeting, Christmas Lights meeting with a potential contractor, Staffing Committee Meeting, Civic Service in Hambleden, Civic Service in Marlow. Road works meeting at the crossing and another road works meeting for the repair work of the parking spaces outside Pizza Express.

196/21 To note information received in the correspondence at the Council Office – (i) Cllr Wood declared an interest and did not take part in the discussion. Buckinghamshire Council have sent out the new licensing policy for alcohol, entertainment, and late-night refreshments. The Town Clerk to send the policy out to the Councillors so they can respond individually. (ii) The Town Clerk has received an email from the Society of Local Council Clerks (SLCC) to ask them to support their early day motion to impose sanctions on Councillors who are found guilty of bullying and harassing Clerks. The Council thanked the SLCC for the information. (iii) Cllr Wood has received positive feedback, from a resident, about how tidy the high street is looking

196/21 The next Council Meeting of Gerrards Cross Town Council will be at 7.00pm on 25th April 2022 at the Memorial Centre.

The meeting closed at 8.50pm

Signed.....

Date.....