

# 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 7.00pm on Monday 13<sup>th</sup> December 2021 in The Garden Room at Gerrards Cross Memorial Centre

**Present:** Cllr. A Wood (Mayor), Cllr N Barnett, Cllr. J Chhokar, Cllr Sarah Davey, Cllr. C Da Costa, Cllr. T Greenfield, Cllr. B Holborn, Cllr. J O’Keeffe, Cllr. C Stuart-Lee.

**In Attendance:** Buckinghamshire Councillor S Chhokar (arrived at 7.05pm), Chris Brown (Associate Councillor), Jennifer Woolveridge (Associate Councillor), Sue Moffat (Town Clerk), Amy McCreary (Deputy Town Clerk) and one member of the public.

**114/21 To accept apologies of absence:** Cllr. M Bracken, Cllr. P Roberts, Cllr. B Peck

**115/21 Declaration of Interests** - Councillors please give any declarations of interest at the beginning of the item on the Agenda.

**116/21 To approve the Minutes from the Full Council meeting on 15<sup>th</sup> November 2021.** Cllr Wood proposed, Cllr Stuart-Lee seconded, and the Council agreed.

**117/21 Public Speaking** Lisa Lindvall introduced herself to the Councillors and informed them that she was inspired to be an Associate Councillor after reading the November issue of The Voice. Lisa Lindvall had a shop on the high street for 15 years so has good retail experience. Lisa Lindvall would like to use her retail knowledge and skills to help rejuvenate the high street.

### **118/21 Report from Buckinghamshire Councillors.**

**Cllr S Chhokar** Buckinghamshire Council are following the government COVID guidelines and are working from home where possible. This means there may be a delay in services. Committee Meetings remain face to face. Buckinghamshire Council are looking at the use of their office space, they currently have 400 thousand square foot and have calculated they only require 100 thousand square feet. Buckinghamshire Council are continuing to look at the streamlining the complaints procedure to prevent the public being transferred between a number of departments. The Town Council needs to be aware of the Proud of Bucks awards and nominate local heroes of Gerrards Cross. This is organised through the Community Board. The Town Clerk to forward the Councillors the Proud of Buckinghamshire email. Cllr S Chhokar confirmed the deadline for nominations is in two weeks’ time. Buckinghamshire Council has started work on a new Local Plan. Once the Local Plan is complete, this will set out where, when and how much new development will take place across Buckinghamshire. This is separate to the bucks.place project which is seeking information on what residents in Bucks think about recent developments that have been built across the area. The results of this project will help create design policies for new developments across Buckinghamshire.

Cllr S Chhokar confirmed that Community Board unspent budget for last year is no longer available to be used this year. Buckinghamshire Council recouped this budget to prevent going into debt due to the increasing cost of social care and the ever-increasing costs in wages, cost of living etc. However, there is still some of this year’s budget available and the cut-off date for grant applications is January 2022. **Cllr Wood** attended a follow up conference to COP26 conference. The main points from the conference was to use green contractors however this is now proving difficult with the business running costs increasing. Veolia have had a few procedural issues as they have been marking bins as contaminated when they are not and they are short of HGV drivers. Buckinghamshire Council are also experiencing

staff shortages. Buckinghamshire Council have confirmed that Gerrards Cross are at the top of list for a deep clean once the staffing issues are resolved. The Leader of Buckinghamshire Council is keeping up to date with the COVID government guidelines and is sending regular email updates.

**119/21 To confirm the Minutes of the following meetings:-**

- (i) Commons Committee 6<sup>th</sup> December 2021 Cllr Greenfield proposed, Cllr O’Keeffe seconded and the Council agreed.  
Cllr Bracken requested the following amendment to the Minutes: *Under item 15. It was agreed to write to both the Lord of the Manor as well as the 21 West Common owner suggesting trees other than Cherry trees be considered such as Sorbus.* The Council agreed to make the amendment. The Town Clerk to update the Minutes.  
Cllr Greenfield confirmed that wood is the most sustainable material for the duck house.
- (ii) Highways Committee 6<sup>th</sup> December 2021 Cllr Da Costa proposed, Cllr Barnett seconded, and the Council agreed. Cllr Bracken requested the following amendment item 11. *The solar replacement on Windsor Road needs to be like for like with a hard wired one - i.e. not just a motion sensitive one.* – The Council agreed to make the amendment. The Town Clerk to update the Minutes
- (iii) Planning Committee 22<sup>nd</sup> November and 6<sup>th</sup> December 2021– Cllr J Chhokar confirmed the Minutes.

**120/21 Neighbourhood Plan Steering Group (NPSG) updates**

Cllr J Chhokar confirmed that the Neighbourhood plan final draft had been circulated. The following four strategic gaps are:

- Gerrards Cross to Beaconsfield
- Gerrards Cross to Chalfont St Peter
- Gerrards Cross to Higher Denham
- Gerrards Cross to Tatling End

It was agreed that the Draft Screening of the Neighbourhood Plan would be added to the Planning Committee Meeting 6<sup>th</sup> December. All Councillors to review the plan and send any questions to Cllr J Chhokar before the meeting.

**121/21 Proposed new terms of GXTC’s lease of South Lodge with Gerrards Cross Community Association Update**– Cllr Barnett confirmed that no update has been received from the Memorial Centre solicitors.

**122/21 CCTV Update** – Cllr O’Keeffe reported that discussions are ongoing with Buckinghamshire Council and there are no further updates. Cllr Wood confirmed that Community Board funding is the only grant available for CCTV but there have already been four grant applications requested by other councils and funding has been reduced.

**123/21 High Street Rejuvenation** – Cllr Wood confirmed that there are businesses interested in the empty shops but the legal side is a long process with the solicitors. Cllr Wood is following up whether sponsorship will work for one hours free car parking in the Town Centre. The Town Clerk to follow this up with Principal Economic Development Officer about the car parks.

**124/21 To approve payments for December 2021** – Cllr J Chhokar confirmed there were two large payments for the pond work and Amersham Town Council. The rest were routine payments. It was agreed to delegate to the Chairman of F&GP and the Town Clerk any urgent invoices that need paying before the next Council meeting of the 24<sup>th</sup> January 2022 due to the exceptional long time period between meetings.

**125/21 Report on meetings** – members update on where they have represented the Town Council.

Cllr Chhokar attended the Neighbourhood Plan Steering Committee Meeting.

Cllr Davey attended the Economic Rejuvenating Community Board Meeting. There were no items for Gerrards Cross but the Community Board Coordinator committed to finding out how much funding is still available.

Cllr O’Keeffe had a meeting with the CCTV advisor who checked all the Town Councils CCTV policies and procedures. The advisor confirmed all documentation was in order except for one item that needed updating. The CCTV Advisor did advise that a copy of any CCTV evidence given to the police needs to be kept for seven years.

Cllr Barnett had a meeting at Denham Aerodrome. The Aerodrome confirmed that they would respond to any complaints from Gerrards Cross residents.

**126/21 To note information received in the correspondence at the Council Office –** There was no correspondence. Cllr Wood thanked the Councillors and the Town Clerk and Deputy Clerk for all their hard work. Cllr O’Keeffe thanked the Mayor for his work.

**127/21 The next Council Meeting of Gerrards Cross Town Council will be at 7.00pm on 24<sup>th</sup> January, 2022 at the Memorial Centre.**

**The meeting closed at 7.45pm**

Signed.....

Date.....

#NAME?	Payments 13th December 2021					
Chq No/Bacs/DD	Payee	Net Exp.	VAT	Gross Exp	Total to Payee	Transaction Details
	<b>Commons</b>					
BACS	Amersham Town Council	130.00	26	156.00	6208.00	Weekly playground inspections
BACS	Amersham Town Council	160.00	32	192.00		Flail cut perimeter of The Camp
BACS	Amersham Town Council	2750.00	550	3300.00		Lay stone path West Common
BACS	A M S	876.50		876.50	876.50	Monthly grass cutting contract
BACS	Clearwater	5215.20	1043.04	6258.24	6258.24	4 day Water lily removal and 4x8 yard skips for removal
BACS	Gpex	269.00	53.8	322.80	322.80	3 x No BBQ signs with fixings
BACS	Organick	459.38		459.38	1046.13	Repair information boards and prime, paint and top coat noticeboards in the summer.
BACS	Organick	52.50		52.50		Erect fencing around zip wire and later weed.
BACS	Organick	304.50		304.50		Sand down, Paint and top coat distance posts
BACS	Organick	21.00		21.00		Remove BBQ debris
	GPex	102.00	20.4	122.40	122.40	Wildflower signs x6
card	Screwfix	44.11	8.82	52.93	52.93	Bow saw blades returns
card	Screwfix	-47.94		-47.94	-47.94	some Bow saw blades returns
	<b>Highways</b>					
BACS	Leigh Electrical	375.00	75	450.00	3426.00	Monthly street lighting contract
BACS	Leigh Electrical	40.00	8.00	48.00		Charge up and move MVAS
BACS	Leigh Electrical	100.00	20.00	120.00		Dig out and remove stump Daleside following SSE visit
BACS	Leigh Electrical	340.00	68.00	408.00		New LED head 102 Moreland Drive
BACS	Leigh Electrical	320.00	64.00	384.00		Supply and firt waterproof sockets above shops by Wildwood/fit new timer on christmas tree/repair wiring o/s Lloyds bank
BACS	Leigh Electrical	1680.00	336.00	2016.00		Install christmas lights and attend switch on
DD	Southern Electric	293.81	58.76	352.57	366.44	Unmetered electricity
DD	Southern Electric	13.21	0.66	13.87		Unmetered electricity
BACS	Amersham Town Council	1833.33	366.67	2200.00		Devolved Services
BACS	Amersham Town Council	300.00	60	360.00		Flail cut Mill Lane and Marsham Lane
BACS	Oganick	208.75		208.75		Remove dead tree from planter, weed high street and stain bench on railway bridge in summer
	<b>Administration</b>				366.44	
BACS	GXCA	80.00		80.00	330.00	Room hire 13/10/21 F&GP
BACS	GXCA	250.00		250.00		Room hire for November meetings
DD	Chess	142.57	28.51	171.08	171.08	Telephone and broadband
BACS	Gpex	99.00	18.8	117.80	117.80	Business cards
BACS	BNP Parabis	264.97	52.99	317.96	317.96	Quarterly photocopier lease
BACS	Viking	129.98	26	155.98	155.98	Stationery
BACS	Pear technology	225.00	45	270.00	270.00	Technical support and software updates p.a.
	Bank charges	8.40		8.40	8.40	
	<b>Neighbourhood Plan</b>					
	<b>Parish Office</b>					
DD	CNG	9.39	0.47	9.86	9.86	Gas charges
DD	Gazprom	44.57	2.23	46.80	46.80	Electricity charge
DD	Positive	178.68	35.74	214.42		automatic change in gas supply
	<b>Communications</b>					
BAC	Nexus	100.00	20.00	120.00	120.00	Monthly software and support
DD	Vatu	80.00	16	96.00	96.00	Renewal of @errardscross.gov.uk domain name
Card	Natwest OneCard	66.00	13.20	79.20	132.72	Microsoft 365
Card	Natwest OneCard	35.20	7.04	42.24		Microsoft 365
Card	Natwest OneCard	9.40	1.88	11.28		Microsoft 365
BACS	Salaries	6137.00		£6,137.00	£6,137.00	
	<b>Total</b>	<b>23700.51</b>	<b>3059.01</b>	<b>26759.52</b>	<b>26911.54</b>	

## Budget 2021-22

	Budget 2021-22 P.A.	Earmarked Reserves	Expenditure of budget (excluding VAT) to end of November 2021	Expenditure of Earmarked Reserves (excluding VAT) to end of November 2021	Total Expenditure
<b>COMMONS</b>	£60,060.00	£37,000.00	£19,848.48	£27,080.00	£46,928.48
<b>LIGHTING</b>	£22,501.00		£16,903.31		£16,903.31
<b>HIGHWAYS</b>	£75,425.00	£117,709.00	£21,253.14	£5,568.90	£26,822.04
<b>GRANTS</b>	£34,102.00		£10,602.00		£10,602.00
<b>COMMUNICATION</b>	£8,600.00	£9,882.00	£4,579.59	£438.26	£5,017.85
<b>GENERAL ADMIN</b>	£23,820.00		£14,850.79		£14,850.79
<b>NEIGHBOURHOOD PLAN</b>		£8,869.00		£3,472.50	£3,472.50
<b>COUNCIL OFFICE</b>	£9,435.00	£24,000.00	£4,984.07		£4,984.07
<b>SALARIES</b>	£69,000.00		£48,813.10		£48,813.10
<b>PRECEPT / TOTAL</b>	£302,943.00	£197,460.00	£141,834.48	£36,559.66	£178,394.14