

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 Virtual Extraordinary Meeting of the Council at
Gerrards Cross**

on Monday 12th April 2021 at 8pm (after Planning)

Link: <https://us02web.zoom.us/j/81614663092>

for the purpose of transacting the following business.

S Moffat

**Sue Moffat
Clerk to the Council**

6th April 2021

Agenda

- 1. To accept apologies of absence.**
- 2. Declarations of Interest are requested at the beginning of each item.**
- 3. Report from the Town Clerk:- To note:-** An Environmental Information Requests and Subject Access Requests have been received from 2 individuals. In order to initially respond to these requests, the Town Clerk required legal advice and incurred emergency expenditure of £392 as allowed under GXTC's Financial Regulations 3.4, if work is required which is of such extreme urgency where there is no budgetary provision, expenditure is allowed up to a limit of £400. The Clerk will then report the action to Council as soon as practicably thereafter.
- 4. To ensure the correct legal action is carried out to process the Environmental Information and Subject Access Requests, the Town Clerk is now requesting further expenditure for legal advice, up to £2000. The deadline to respond to these requests are 16th and 19th April, 2021.**
- 5. Further requests have been made by both individuals who have asked for these Requests that our IT company, Nexus, is used to carry out the searches.** The Town Clerk has been advised that this is not necessary as email searches can be carried out internally by the Town Clerk and Councillors. However, if GXTC wish to pursue this line of investigation Nexus has quoted £120 for each search so there would be an additional cost of £240.
- 6. To report -** An official complaint has been received that someone within GXTC is bringing the Council in to disrepute by making or passing on inappropriate and untruths onto a resident. This would be a Code of Conduct complaint and should be referred to the Monitoring Officer.
- 7. The Town Clerk has been asked to investigate who is making and passing on inappropriate and untruths to a resident.** Please advise what action GXTC wishes to take?