

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 Finance & General Purposes Committee Meeting held 7 pm on Monday 1st June 2021 at Gerrards Cross Memorial Hall

Present: Cllr J Chhokar (Chairman), Cllr N Barnett, Cllr M Bracken, Cllr C Da Costa, Cllr S Davey, Cllr T Greenfield, Cllr B Holborn, Cllr J O’Keeffe, Cllr B Peck, Cllr P Roberts, Cllr C Stuart-Lee and Cllr A Wood

In Attendance: Sue Moffat (Town Clerk).

1. *Declaration of interests are requested at the beginning of each item.*
2. **To accept apologies for absence** – None.
3. **To note the end of year accounts** i.e. The Annual Governance and Accountability Return 2020/21 Part 2. This Return will be presented to the Full Council at the June meeting for completion and agreement ready for submission to the External Auditor (PKF Littlejohn) by 30th June 2021.
4. **To note the current budget for 2021-22** and final expenditure for 2020-21. Cllr J Chhokar explained that the budget was set at the F&GP meeting in October 2020. It may vary from year to year according to different projects undertaken. If unexpected expenditure arises the budget can be adjusted to make allowances for any changes. These adjustments usually take place at the September/October F&GP meeting.

7.08pm Cllr Da Costa joined the meeting.

5. **To set Council Objectives-** Cllr Wood pointed out that it is important to utilise the relationship between councillors of the Unitary and Town Councils to achieve our objectives particularly with regards to Highways and Green issues. Cllr Barnett added that we should ensure we take into account Green issues when fulfilling our objectives, such as recycling and protecting trees. It was also pointed out that GXTC does have a climate Change Statement. Bearing these points in mind the following was agreed:-

Role of Gerrards Cross Town Council

- To give views, on behalf of the community, on planning applications and other proposals that affect the town.
- To undertake projects and schemes that benefit local residents.
- To work in partnership with local bodies to achieve benefits for the town.
- To alert relevant authorities to problems that arise or work that needs to be undertaken.
- To help the other tiers of local government keep in touch with their local communities.

Aims and Objectives of the Town Council

- To provide effective, efficient, transparent, and accountable local government for the town, achieving best value.

- To provide a democratic representational voice for Gerrards Cross and to give residents the opportunity to influence the future of the town.
- To work to protect and improve the environment. To work towards enhancing the Commons, The Camp and to the environment of the town.
- To work to protect and improve the infrastructure of the town.
- To encourage more energy efficient development whilst protecting the Green Belt around Gerrards Cross.

6. To earmark reserves for special projects for 2021-22 out of the General Funds. Balance Sheet on 31st March 2021 shows a General Fund of £178,423 plus committed earmarked reserves of £123,414. It is recommended that 25% of Precept (£302,943) should be kept for General funds which is approximately £75,735 so this allows approximately a further £102,688 to be earmarked for specific projects.

The F&GP Committee agreed the following projects to take forward this year as additional earmarked reserves:-

A. Commons Committee

- (i) New noticeboard for West Common - £2000 and also apply for funding from the Community Board.
- (ii) Playground Upgrades :-
Replacement Zip wire with safety surfacing – £12,000
Replacement roundabout with accessible roundabout – £13,000 and also apply for funding from the Community Board.
- (iii) 2 new litter bins - £1,500
- (iv) The Camp – baling - £2000

B. Highways Committee

- (i) Additional budget for CCTV cameras - £30,000. Also, to consider upgrading CCTV cameras to Automatic Number Plate Recognition (ANPR) cameras.
- (ii) CCTV to be relayed from Council Office to TVPA Monitoring Centre - £10,000.
- (iii) East and West Common traffic improvements - £10,000

C. Council Premises

Office refurbishment - £24,000. To note GX Community Association have just started a new lease renewal and rent review.

D. Administration

(I) Upgrade ipads – approx. £680 each x12= £8160. To note, lower cost ipads are available but there will be a charge from the IT consultants to transfer software. At a future meeting to decide how many new ipads are required.
Apple TV box - £130. For mobile television in GX Memorial Hall so can use ipads to display plans.

Total £112,790.

7. To agree the procedure for Staff Appraisals and set a date. It has been agreed for Cllrs J Chhokar, Davey and Da Costa to be on the Staff appraisal panel. A meeting at 6.30pm, before Full Council, on 21st June was agreed to set out the procedure for the appraisal process.

8. Date of the next meeting to set budgets for 2022-23 – To be decided at a later date.

Meeting closed at 8.20pm

Signed.....

Date.....