

# Gerrards Cross Town Council

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

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## Minutes of the Annual Council Meeting held on Monday 15<sup>th</sup> May 2017 7.30pm at the Memorial Centre

**Present:** Cllr C Brown (Chairman), Cllr M Baker, Cllr Bayliss, Cllr M Berntson, Cllr J Chhokar, Cllr M Lawson, Cllr J O’Keeffe, Cllr H Orme, Cllr P Roberts, Cllr T Scott and Cllr J Woolveridge

In Attendance: SBDC Cllr D Smith, Cllr Gibbs, Cllr Reed and Mrs S Moffat (Town Clerk).

**Would Councillors please give any declarations of interest at the beginning of the item on the Agenda.**

- 1/17 **To accept apologies for absence** – Apologies were received from Cllr N Holmes and SBDC Cllr S Chhokar.
- 2/17 **Election of Chairman - Declaration of Acceptance of Office.**  
At the proposition of Cllr Woolveridge, seconded by Cllr Orme and agreed by Council, Cllr Brown was elected as Chairman for the ensuing year. JW thanked CB for all his hard work as Chairman over the previous year which was unanimously agreed by all Councillors present. The declaration of acceptance of office would be signed at the Parish Office by CB and SM.
- 3/17 **Election of Vice Chairman**  
Cllr Brown, seconded by Cllr Woolveridge, proposed Cllr Baker as Vice Chair for the ensuing year. Cllr Orme, seconded by Cllr Bayliss, proposed Cllr Holmes as Vice Chairman for the ensuing year. A vote was taken by show of hands, and Cllr Baker was elected as Vice Chairman by 7 votes to 2.
- 4/17 **To discuss Chairman’s allowance in pursuance of section 15(5) of the Local Government Act 1972 and if payment of allowances for Councilors’ is to be made.**  
It was agreed that the Chairman’s allowance should be £200 and no payment of allowances to Councillors for the ensuing year.
- 5/17 **Appointment of Committees**  
**Commons:** Chairman and Vice Chairman of Council plus 7 Councillors. IB, MBt, HO, JO, and JW were appointed.

**Highways:** Chairman and Vice Chairman of Council plus 6 Councillors being IB, JC, NH, ML, JO and PR.

**Planning :** All members.

**Finance and General Purposes:** All members.

- 6/17 **Election of Chairman and Vice Chairman of Finance and General Purposes Committee.**  
At the proposition of Cllr Brown, seconded by Cllr Woolveridge and agreed by Council, Cllr Bayliss was elected as Chairman for the ensuing year.  
At the proposition of Cllr Bayliss, seconded by Cllr Woolveridge, Cllr Orme was elected as Vice-Chairman for the ensuing year.

- 7/17 **Appointment of Working Parties**

**BTCV Conservation** – JW, CB, MBt, JO.

**Speed and Parking** IB, CB, ML, NH, PR, TS.

**BOOST** – MB, CB, NH, ML and TS.

**Communications** – MB, CB, NH, ML and TS.

**Concessionary Taxi** – JW, HO.

- 8/17 **Appointment of Representatives to outside organisations**

**South Bucks Association of Local Councils.**– Chairman and Vice Chairman of Council to attend. Committee Chairmen if there is topical subject on the agenda although all councillors are welcome to attend.

**Age Concern** – JW.

**Gerrards Cross Youth Club Management Committee** - NH.

**Wapsey's Wood Liaison (meets during the day)** – CB, MB.

**Denham Aerodrome Consultative Committee** – PR.

**Gerrards Cross Community Association Representative to Community Council** - HO.

**Flag Officer** – IB, ML, JO.

Additional representatives for:-

**Library** – MB and PR.

**GX Traders Association** – CB, ML and HO.

- 9/17 **To confirm the minutes of the Council meeting held on the 24<sup>th</sup> April 2016**  
Cllr Woolveridge proposed the minutes and these were agreed by the Council and signed.
- 10/17 **Public Speaking from residents on matters relevant to the meeting's agenda.**  
No members of the public were present.
- 11/17 **To confirm the minutes of the following meetings:-**
1. **Commons Committee held on the 2<sup>nd</sup> May 2017**  
MB proposed the Minutes, seconded by JW and these were approved by Council and signed. MB highlighted:- (i) Outstanding projects – part of the play area has been reseeded and the footpath upgrade across East and West Commons has commenced; (ii) In the process of investigating 3 different proposals for CCTV in Gerrards Cross.
  2. **Highways Committee held on the 2<sup>nd</sup> May 2017**  
IB confirmed the Minutes and gave a brief summary. (i) The first phase of gulley cleaning will be commencing soon; (ii) Recommendations from SPWP for double yellow lines have been agreed by Bucks CC but not for further parking restrictions; (iii) Implementing CCTV in the Town Centre is being considered. CB reported that although GX Council did operate CCTV a few years ago at a cost of £20,000 which was 10% of the precept. The quality was not adequate to assist crime and, together with the high cost, it was agreed not to continue with CCTV cameras at that time. Now technology has been improved and looking at monitoring the cameras internally and not through the Police Monitoring Centre; (iv) Need more photos of Chevron parking as evidence that cars are obstructing the highway in order to overturn the decision of the Parking Manager at Bucks CC not to change from chevron to parallel parking; (v) Block paving works should be starting in June and; (vi) The Highways Committee is looking at undertaking a Strategic Parking Review.
  3. **Planning Committee held on the 25<sup>th</sup> April 2017 & 8<sup>th</sup> May 2017**  
JO proposed the minutes of the 25<sup>th</sup> April and they were agreed. Only one objection was raised regards 61 Bulstrode Way.  
JC proposed the minutes of the 8<sup>th</sup> May and they were agreed. Objections were raised regards 6 Gaviots Way, 1-8 Ethorp Crescent and 38 Woodlands.
- 12/17 **Communications Working Party Updates.**  
MB reported that the next edition of VOICE will be going out in mid-July so any contributions should be made by first week of June. Social media is going well and signed up to Nextdoor which has replaced Streetlife. Summer Fair event is on 7<sup>th</sup> June and GXTC will be having a stall so volunteers to man the stall are welcome
- 13/17 **Boost Update and future plans including the Best Kept Village Competition.**  
ML reported that (i) Mr Pushman, the main organiser of BKV suggested more planters and hanging baskets in Packhorse Road, such as outside Tesco and long trough along railway bridge. Encouraging pubs/hotels to have planters/hanging baskets like The Black Horse in Fulmer; (ii) ML has spoken to his allocated businesses about cleaning the frontages of their premises. JO will email his businesses; (iii) Need to contact Land agent of the properties in service road behind Neros café to clear up the rubbish that has been there for some time; (iv) The Clerk has asked a local Landlord to set up a meeting with other landlords to see how improvements to the Town Centre can be made at this level.

BKV Judges comments and scores, together with the BOOST flyer, are available from the Town council Office if any Business Leader wishes to hand out copies.

- 14/17 **To agree the response to the Heathrow Airport Third Runway Consultation.**  
CB had produced a draft response to the questions raised in the consultation based on the National Policy Statement that will address airport capacity for the whole of the UK. There was a general discussion about the pros and cons of a third run way at Heathrow. It was agreed to make the final decision after a meeting on this subject which will take place at 6 to 7pm on 22<sup>nd</sup> May, 2017, before the next Planning meeting.
- 15/17 **To agree payments in accordance with the budget.**  
IB proposed the report and this was approved by the Council.
- 16/17 **Report from County and District Councillors**  
Cllr Woolveridge congratulated Cllrs Gibbs and Reed for being elected at the recent County elections.  
Cllr Reed reported;- (i) The decision by the Secretary of State on Unitary Authorities will be delayed due to the forthcoming General Election; (ii) Denham PC has asked Bucks CC to set up a LAF and have been informed that a single member LAF for Denham is possible and; (iii) Cllr Tett has been re-elected as Leader of Bucks CC.  
Cllr Gibbs reported :- (i) She will check with Bucks CC the LAF funding available for GXTC and how this can be accessed; (ii) She has been trying hard to get road repairs done in GX. She has been assured by a Civil Engineer that potholes which are repaired properly should last for at least 2 years. CB added that he will be attending a meeting next week with Bucks CC to discuss towns and parish taking on more devolved work. GX has been trying for 2 years to take on pothole repair work. Cllr Reed added that Bucks CC, historically have not been good at Contract Management but are becoming better as have now employed officers to monitor the contract.  
Cllr Duncan reported:- (i) SBDC have been busy running the County elections and now have the General elections to organise, the latter one being funded by Government; (II) A LAF, if run properly, is worthwhile. Cllr Reed supported this.
- 17/17 **Report on Meetings – members update on where they have represented the Parish Council since the last meeting.**  
JW attended:- Joint Strategic South Bucks Partnership meeting, BOOST Clean Up, GXCV, AGM of Age Concern and a meeting at Padstone.  
MB attended:- – Library Trusteeship  
ML attended:- – Now has a contact for Chiltern Rail to set up a meeting to discuss enlarging the Station car park, meeting with Compliance Officer from TfB, BKV Clean Up, BBOWT clean-up of the Station embankment.  
HO attended:- Neighbourhood Plan meeting where appointed Joint Chairman, Secretary and Treasurer. Next meeting is this Friday where looking at the Vision. NP will carry out their own communications and will set up their own web site, twitter and facebook but will link in with GXTC. Also attended CPRE Workshop at Bledlow which was very interesting (notes already circulated by MB).  
CB attended:- Meeting with Compliance Officer from TfB.
- 18/17 **To note general information received in the correspondence at the Parish Office.**  
Thank you letters have been received from the local organisations that have been given a grant this year including explanations as to how the grants have been used. The Chairman and Vice-Chairman of Finance are hoping to visit all beneficiaries.

The meeting closed at 9.24pm.

20/17 **To confirm that the next meeting of Gerrards Cross Parish Council will be held on Monday 19<sup>th</sup> June 2017 at 7.30 pm at the Memorial Centre**

Signed.....

Date.....

Budget for 2017/2018

	Expenditure excluding vat		Council Meeting	Jun-17
Budget 2017/18	Budget	From re-allocated Reserves		Expenditure to 18-6-17 (exc VAT)
COMMONS	£50,510.00	£2,455.00		£75.00
LIGHTING	£21,901.00	£74,750.00		£1,657.61
HIGHWAYS	£37,200.00			£4,039.12
GRANTS	£39,900.00	£785.00		£34,470.00
COMMUNICATION	£10,690.00			£1,167.00
BOOST/BKV	£4,000.00			£0.00
GENERAL ADMIN	£14,440.00			£2,876.21
COUNCIL OFFICE	£12,542.00			£2,796.00
NEIGHBOURHOOD PLAN	£0.00	£10,000.00		£767.50
SALARIES	£69,000.00			£13,841.84
PRECEPT / TOTAL	£260,183.00	£87,990.00		£61,690.28

<b>Payments 15th May 2017</b>						
Chq No/Bacs/DD	Payee	Net Exp.	VAT	Gross Exp		Transaction Details
	<b>Commons</b>					
41 BAC	GroundSurveys Ltd	450.00	90.00	540.00	540.00	The Camp bridleway survey
42 BAC	Latchmore Garden Care	90.00	0.00	90.00	90.00	Strim Camp Rd bridleway
43 BAC	Pyramid Consulting	472.50	94.50	567.00	567.00	Professional fees for Woodland Management
	<b>Highways</b>					
44 BAC	Leigh Electrical	375.00	75.00	450.00	1146.00	Street lighting contract
45 BAC	Leigh Electrical	580.00	116.00	696.00		Street light repair o/s contract
46 BAC	Amersham TC	1809.56	361.91	2171.47	2171.47	Devolved Highways Work
					0.00	
	<b>Administration</b>				0.00	
47 BAC	CBE Solutions	196.34	39.27	235.61	235.61	Photocopier use
48 DD	GXCA	262.00	0.00	262.00	262.00	Room hire and refreshments at ATM
49 DD	Chess	112.40	22.48	134.88	134.88	Telephone and broadband
	<b>Communications</b>					
50 BAC	Nexus	105.00	21.00	126.00	246.00	AVG installation
51 BAC	Nexus	100.00	20.00	120.00		Monthly Office 365 and Ipad Support
52 DD	Microsoft E1	54.00	10.80	64.80	201.60	Office 365
53 Card	Microsoft 365 E3	30.00	6.00	36.00		Office 365
54 DD	Microsoft E1	54.00	10.80	64.80		Office 365
55 Card	Microsoft 365 E3	30.00	6.00	36.00		Office 365
56	Total salaries	3918.02		3918.02	3918.02	
57	Bank Charges	13.88		13.88	13.88	
	<b>Total</b>	<b>8652.70</b>	<b>873.76</b>	<b>9526.46</b>	<b>9526.46</b>	

Signed  
Chairman F&GP

Date