

Gerrards Cross Town Council

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Minutes of the Council Meeting held at 7.30pm on Monday 20th November 2017 at Gerrards Cross Memorial Centre.

Present: Cllr M Baker (Chairman), Cllr I Bayliss, Cllr Berntson, Cllr J Chhokar, Cllr N Holmes, Cllr M Lawson, Cllr H Orme, Cllr T Scott, Cllr J Woolveridge.

In Attendance: Bucks and SBDC Cllr B Gibbs, SBDC Cllr D Smith and Sue Moffat (Town Clerk).

Would Councillors please give any declaration of interests at the beginning of the item on the Agenda

167/17 To accept apologies of absence – Apologies were received from Cllr C Brown, Cllr P Roberts, Cllr J O’Keeffe and SBDC Cllr Chhokar,

At the request of Cllr Gibbs to report at the beginning of the meeting due to other pressing engagements, the Chairman agreed to move this agenda item.

168/17 Report from County and District Councillors. Cllr Gibbs reported:- (i) A brief synopsis of the recent School’s Ofsted inspections, 26% of schools in Buckinghamshire received ‘Outstanding’ so are higher than the national average. However this does leave 17 schools which need improving; (ii) Cllr Gibbs attended the Station car park meeting with the stakeholders being GXTC, SBDC, Network Rail and Chiltern Rail. The outcome of it is that SBDC and Chiltern Rail Officers are carrying out a Scoping exercise to consider the feasibility of the scheme for SBDC to lease the air space above the car park and build an additional 300 spaces (approx.) over a set period of time which would allow a revenue stream to pay back the cost and a profit. The outcome of this scoping exercise should be known by the end of December and the results should hopefully allow a Feasibility Study to be carried out in the New Year; (iii) Cllr Gibbs has spoken to the Leader of Bucks CC, Martin Tett, about the Denham, Gerrards Cross and Hedgerley Local Area Forum (LAF). Martin Tett is insistent that in order to receive money from LAF, GXTC must be a member of the forum. Therefore Cllr Gibbs can only see 3 ways moving forward either GXTC withdraws from LAF and receives no funding, send a delegate from GXTC to the LAF and bid for funding or send a delegate that is not on the Town Council. A LAF is not a decision making but a recommending body and has about £23-25k available for local community projects. Cllr Baker responded that GXTC will have to consider the situation before making any recommendations.

Cllr D Smith reported:- (i) There has been changes in the Cabinet at SBDC and now Cllr Nick Naylor is the Leader and cabinet members have increased from 5 to 6 in line with those at Chiltern DC. Cllr Smith is now the Portfolio holder for Customer Services and Business Support. There are significant changes in the pipeline reorganising Customer Services in order to streamline the department and adapt it to being more website based; (ii) The plans for converting GX Police Station to affordable housing are looking good. Cllr J Chhokar asked if GXTC will be consulted on these plans and Cllr Smith responded that he will look into this but anyone has a right to object if it is relevant to them.

Cllr Gibbs left the meeting.

169/17 To confirm the Minutes of the Town Council meeting held on 16th October 2017.

At the proposition of Cllr Baker, seconded by Cllr Woolveridge, these Minutes were agreed by Council and signed after making the following amendments: - (i) 160/17 To include before the resolution that a prior proposal was put forward being:- *'At the proposition of Cllr Orme, seconded by Cllr Woolveridge it was proposed that this matter should be deferred until the next Annual Town Meeting. A vote was taken by a show of hands and there was an equality of votes so the person presiding had the casting vote and the proposal was overturned'*.

(ii) 170/17 Cllr Brown reported to include (ix) *On a personal level* had a meeting with Dominic Grieve MP....

(iii) 154/17 to change 'The Town Clerk did discuss with the Chairman before any action was taken and in this specific situation the correct process was carried out' to *'The Proper Legal Officer could lodge a letter of complaint without consulting the full Council. In this case, the Proper Legal Officer consulted with the Chairman of the Council before issuing the letter'*.

171/17 Public speaking from residents on matters relevant to the meeting's agenda. No members of the public present.

172/17 To confirm the minutes of the following meetings:-

1. Commons Committee held on 6th November 2017

Minutes were proposed by Cllr Orme, seconded by Cllr Woolveridge and agreed by Council and signed. Cllr Orme gave a brief summary of the contents of the Minutes. Cllr Orme highlighted that (i) It was agreed to cut back overhanging branches of the conifer hedge at 24 Camp Road which are encroaching on to the bridle way which is public land. Cllr Berntson added that at the last AGM of Bulstrode Camp Ltd, the owners of the conifer hedge were now resigned to this fact; (ii) Looking at alternative methods to using Gylyphosate. Cllr Lawson asked why alternative methods were being sought when the chemical is still recommended by the UK Authorities. Cllr Orme responded that as shown in the papers that have been circulated on this subject, there is some concern regards this chemical and the use of glyphosate is more problematic using it on water rather than hard surfaces. The licence runs out in December and awaiting the European decision to see if this will be extended for another 5 years. In the mean time looking at alternative methods such as the use of foamstream which appears to be successful in controlling Crassula in ponds; (iii) The Christmas tree will be planted in West Common tomorrow; (iv) Using Pears Technology for the tree survey and Pyramid Consulting have been asked to provide a quote to carry out the inspection works.

2. Highways Committee held on 6th November 2017

Cllr Holmes confirmed the Minutes and gave a brief summary. The following points were highlighted:- (i) Cllr Bayliss reported that the SPWP have decided on parking priorities being first residents, second business workers and thirdly commuters. The WP have looked at every road and the results should be ready for January to bring to Council; (ii) Concern was expressed at the standard of work of the new block paving in Station Road and it was agreed to discuss this at the next Highways Committee; (iii) The state of the road between the traffic lights and Station Approach now needs renewing; (iv) Cllr Woolveridge reported that a list of street trees suitable for planting in Highways is available in the Office.

3. Planning Committee Meeting on 23rd October 2017.

Cllr J Chhokar, in the absence of Cllr O'Keeffe who chaired this meeting, reported on Minutes and gave a brief summary of the contents highlighting those planning applications where objections were raised. Also it was highlighted that GXTC responded to SBDC's Brownfield Site consultation.

4. Planning Committee Meeting on 13th November 2017.

Cllr Chhokar confirmed the planning minutes and gave a brief summary of the contents highlighting those planning applications where objections were raised. He pointed out the objections regards Planning Application 17/01990/RVC, 26 East Common for SBDC's councillors to note and they have already been emailed this information.

173/17 Finance & General Purposes Committee on 30th October, 2017

Minutes were proposed by Cllr Bayliss, seconded by Cllr Orme and agreed by Council. Cllr Bayliss pointed out that it was proposed to increase the precept in 2018-19 by 8.25%.

174/17 Communications Working Party Updates

The Minutes of meeting held on 23rd October 2017 were proposed by Cllr Baker and agreed. Cllr Baker thanked everyone who had contributed to VOICE that has now been printed and to the next edition which will be issue in March/April. At the next Communications meeting, Nexus have been invited to look at web site improvements. It has been agreed to for GXTC and BOOST to share a stand at the Christmas Festival evening so looking for volunteers to help man it. Also the Neighbourhood Plan team may wish to join the stand as well.

175/17 Boost Update and future plans including the Best Kept Village Competition

The Minutes of 16th October 2017 were circulated as these were not available in time for the last Council meeting.

Cllr Lawson confirmed the Minutes of 13th November, 2017 but stated that it should be included that it was agreed that there should be flower planters across the whole length of the railway bridge in Packhorse Road.

Sponsorship for Christmas lights is in the process of being finalised. Next year he will suggest to start looking for sponsorship in January when businesses have more budget available.

176/17 Neighbourhood Plan Steering Group (NPSG) update

Updates

First Cllr Woolveridge thanked the NP team for all their work organising the public meeting on 11th November.

- (i) Cllr Holmes reported:-The Steering Group had leafleted all households in GX with an invitation to the public meeting and GXTC had sent out electronic copies of the invitation to the businesses and residents newsletter lists. As a result there were 238 comments received on the day so disappointed with the low attendance but all attendees were very positive in providing feedback and about 12 signed up to volunteer on the NP Team. At the next NPSG meeting this week an analysis of the post-stick notes will be carried out and the appropriate theme groups will be set up.
- (ii) **Resolved** to approve the expenditure of the outstanding balance for setting up the web site which will be approximately £500.

8.30pm Cllr Smith left the meeting.

177/17 Resolved the Precept for 2018-19 to be £281,660 as recommended by F&GP Minutes of 30th October 2017 and the budget for 2018-19 to be set the same.

178/17 At the proposition of Cllr Bayliss, seconded by Cllr Woolveridge, it was resolved to amend Standing Orders as follows:- (i) To remove Item 1G as no prior consent is required in order to record a Council meeting; (ii) To change Item 19A(v) and 19B from £60,000 to £50,000 in line with the Financial Regulations and (iii) To amend 2C to 'Planning Committee sits as the Council' and remove Highways which will, like Commons, sit as a Committee whereby any resolution made is ratified at Full Council.

These amendments will stand adjourned without discussion to the next meeting of the Council

179/17 Resolved to agree the Terms of Reference for the Communications, BOOST and Speed and Parking Working Parties as circulated. Cllr Baker raised concern that it was sometimes difficult to have 3 councillors attend the Working Parties in order to remain quorate. It was suggested to look for non-members to join the groups such as associate councillors. It was agreed to review the list of associate councillors at the January Council meeting.

180/17 To approve payments for November 2017

Cllr Bayliss proposed the payment schedule and this was approved by Council.

181/17 Resolved not to change the format of future agendas so that the Reports from County and District Councillors are made at the beginning of the meeting as it was felt it was important for County/District councillors to listen to the whole of the meeting in order to understand what is happening at the lower tier of local government. However some flexibility would be allowed if a county or district councillor specifically asks, before the meeting, to report at the beginning if there is an urgency to leave early.

182/17 Report on Meetings – members update on where they have represented the Town Council since the last meeting.

Cllr Bayliss- Nothing to report.

Cllr Orme – 3 Neighbourhood Plan meetings, 2 site visits to inspect work at The Fosse, Finance meeting of 30th October, Fireworks at GXCA, GX Remembrance Parade, and meeting with Pyramid Consulting regards a tree survey and work on East Common.

Cllr Scott- Fireworks at GXCA and commented that the tall tree obstructed some of the view but, as pointed out by others, there was no alternative location.

Cllr Lawson – Station car Park meeting, Remembrance Service.

Cllr Holmes – 3 Neighbourhood Plan meetings and Station car park meeting.

Cllr Berntson – Neighbourhood Plan public meeting, Bulstrode Camp Ltd AGM and Care in the community conference where he met Louise Pattern, Chairman of the CCG who said she would be willing to talk about the rational of locations and setting up of GP surgeries.

Cllr J Chhokar – Nothing to report.

Cllr Woolveridge:- (i) GXCV where 11 volunteers turned up to work, meeting with Pyramid Consulting regards a tree survey and work on East Common; (ii) Bucks Garden Trust and 2 volunteers are carrying out a research project on Bulstrode Park which was designed by Humphrey Repton and it is the 100th Anniversary next year; (iii) Padstone meeting and meeting on Health and Social Care Integration (and Cllr Woolveridge circulated a paper of her notes on this meeting) and; (iv) GX Remembrance Parade.

Cllr Baker – SBALC, Chiltern Americans Women Christmas Bazar at Crown Plaza, Remembrance Service, Festival meeting, Neighbourhood plan public meeting, CSGiles Fireworks, the Library Trustee meeting but added that there is a consultation being carried out regards the removal of mobile libraries.

Cllr Brown reported by email:- (i) 19 October SBALC – minutes circulated; (ii) 2 November CCTV meeting with Sgt Anna Davidson; (iii) 7 November BCC Devolution Working Group meeting Aylesbury. Discussion on grass cutting outside 40mph speed limits for rural Councils. Discussion on road sweeping, which has been devolved by Wycombe District Council. After meeting, was told that Devolved Potholes would not happen this financial year. Also that Tesco had been released from the Section 278 agreement; (iv) 10 November Station Road Car Park meeting; (v) 11 November Neighbourhood Plan Consultation; (vi) 12 November Remembrance Service – laid GXTC wreath – next year will be 100th Anniversary of end of WW1, RBL would like central display to celebrate this and; (vii) 15 November visited High Wycombe CCTV centre

183/17 To note information received in the correspondence at the Town Council Office.

- Letter from Cllr Tett stating that GXTC can only access funding from Denham and Gerrards Cross LAF, if GXTC is a member of the Forum. This matter needs to be discussed further by GXTC

184/17 To confirm that the next meeting of Gerrards Cross Town Council will be held on Monday 11th December 2017 at 7.30pm at the Memorial Centre followed at 8.30pm with Christmas drinks and nibbles in the bar area.

The meeting closed at 9.07 pm

Signed.....

Date.....

Payments 20th November 2017						
Chq No/B acs/ DD	Payee	Net Exp.	VAT	Gross Exp		Transaction Details
	Commons					
7126	G Randall	8000.00		8000.00		Annual fee dor mowing and strimmin the Commons
BAC	R B Tree Masters Ltd	150.00	30.00	180.00		Tree work to remove dangorous branches from The Camp on to 24 Camp Road
BAC	Latchmore Garden Care	50.00		50.00		Strim West Common
BAC	The Playground Inspection Company	65.00	13.00	78.00		Annual Playground Inspection
BAC	The Garden Company Ltd	605.00	121.00	726.00	5526.00	Second treatment to Crassula at New and Latchmore Pond
BAC	The Garden Company Ltd	400.00	80.00	480.00		Additional herbicie treatment to Latchmore Pond
	The Garden Company Ltd	3600.00	720.00	4320.00		Deposit for Latchmore Pond Refurbishment Work
BAC	Pyramid Consulting Arboricultural Consultancy	970.00	194.00	1164.00	1254.00	Road side Tree Safety Survy and report
BAC	Pyramid Consulting Arboricultural Consultancy	90.00		90.00		Professional fees for site visit and letter of advice concerning conifer hedge at The Camp
	Highways					
BAC	Leigh Electrical	375.00	75.00	450.00	1362.00	Street lighting contract
BAC	Leigh Electrical	220.00	44.00	264.00		Extra cut back of street light at entrance to footpath West Common
DD	SSE Southern Electric	482.18	96.43	578.61		Unmetered Supply
BAC	Amersham TC	1809.56	361.91	2171.47		Devolved Highways Work and materials for road sign
BAC	Leigh Electrical	540.00	108.00	648.00		To rewire and repair faulty sockets for Christmas Lights
BAC	Lamps & Tubes	1160.00	232.00	1392.00		Additional christmas lights (paid by sponsorship).
BAC	Window flowers	1004.75	200.95	1205.70		Quarterly hanging baskets and Street planter quarterly charge
BAC	GX Taxi Concessionary Scheme	1000.00		1000.00		Transfer to Transport Bank account
	General Admin					
BAC	GXCA	118.00	0.00	118.00		Room hire
BAC	Beverley Simpson & Co Ltd	200.00		200.00		Quarterly internal audit review
DD	Chess	108.03	21.61	129.64		Telephone and broadband
2127	C Brown	22.75		22.75		Travel expenses to Aylesbury for BCC Devolutin WG
7128	J O'Keeffe	11.25		11.25		Travel expenses to Highwycombe for CCTV meeting
Card	B&MKALC	126.94		126.94		Data Protection & FOI training 14th March 18 for SM & CM
Card	AVG Subscrition	69.99		69.99		for Laptop
BAC	Crest Regalia	387.91	77.59	465.50		New chairman's chain
BAC	BNP Paribas Leasing Solutions	264.97	52.99	317.96		Photocopier quarterly lease
	Council Office					
BAC	Thames Boiler Service	120		120.00		Office boiler service
BAC	Castle Water	84.09		84.09		Waste services
	Communications					
BAC	Nexus	100.00	20.00	120.00		Monthly Office 365 and Ipad Support
Card	Microsoft E1	58.50	11.70	70.20		Office 365
Card	Microsoft 365 E3	30.00	6.00	36.00		Office 365
7116	Gpex	728.00		728.00		VOICE Newsletter printing
	BOOST/BKV					
BAC	Signx	60.00	12.00	72.00		Event board for GX Christmas Festival roadside advertising
	Neighbourhood Plan					
7117	GPex	707.00	60.20	767.20		GX NP leaflet and invitation design and printing
BAC	Total salaries	5629.06		5629.06		
	Bank Charges	11.20		11.20		
	Total	29359.18	2538.38	31897.56		

Signed
Chairman F&GP

Date

	Expenditure excluding vat			Council meeting November 2017		
	Budget	From re-allocated Reserves	Grants	Budget Expenditure to 16-10-17 (exc VAT)	Expenditure - Earmarked Reserves	Grants Expenditure
Budget 2017/18						
COMMONS	£50,510.00	£13,455.00	£12,000	£3,006.42	£3,850.00	£ 12,100.00
LIGHTING	£21,901.00			£12,784.90		
HIGHWAYS	£44,200.00	£103,750.00		£21,328.37	£46,720.30	
GRANTS	£32,900.00	£785.00		£0.00	£785.00	
COMMUNICATION	£10,690.00	£11,000.00		£3,124.00		
BOOST/BKV	£4,000.00	£3,000.00		£1,316.35		
GENERAL ADMIN	£14,440.00			£7,614.11	£500.00	
COUNCIL OFFICE	£12,542.00			£6,152.45		
NEIGHBOURHOOD P	£0.00	£10,000.00			£2,990.45	
SALARIES	£69,000.00			£30,309.41		
PRECEPT / TOTAL	£260,183.00	£141,990.00		£85,636.01	£54,845.75	£ 12,100.00