

Gerrards Cross Town Council

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Minutes of the VIRTUAL Council Meeting held at 7.30pm on Monday 15th June 2020

Present: Cllr C Brown (Mayor), Cllr Bayliss, Cllr J Chhokar, Cllr J O'Keeffe, Cllr H Orme, Cllr J Palmiero, Cllr P Roberts, Cllr Scott, Cllr E Surkovic, Cllr A Wood and Cllr J Woolveridge.

In Attendance: Buckinghamshire Council:- Cllr Reed, Cllr D Smith, Cllr S Chhokar and Sue Moffat (Town Clerk).

The Mayor announced the resignation of Cllr N Holmes and thanked him for all the work he has done for the Council and will be greatly missed.

15/20 Declaration of Interests - Councillors please give any declarations of interest at the beginning of the item on the Agenda.

16/20 Apologies for absence – Apologies have been received Cllr B Gibbs.

17/20 To confirm the Minutes of the Town Council meeting held on 18th May 2020.

A discussion took place regards the amount of detail in the Minutes and regards some comments that were not included. Cllr Brown believes that the Minutes reflect what happened at the meeting and should stand as read apart from making it clear in the Minutes that TS was not the person making accusatory comments. (Change Minute 10/20, second paragraph to read:- *'These events all started when JO responded to a point of order on a planning issue raised by TS and, subsequent to this, 2 councillors then made critical comments to JO's response. The Chairman of Planning, JC, also commented on TS's email that we must keep to planning issues and not be subjective as GXTC does have a good reputation reporting on planning applications. JC wanted the accusatory comments made by the 2 councillors to JO withdrawn to de-escalate the matter but this did not happen'*).

At the proposition of Cllr Brown, seconded by Cllr Wood, a vote took place to agree these Minutes. The Minutes were approved by a vote of 7 in agreement, 3 against and one abstinent. The Minutes to be signed at a later date.

18/20 Public Speaking - None.

19/20 The following agenda item is at the request of Cllr O'Keefe:- 'The nomination of Deputy Chairman of Finance & General Purpose in order to formalise the correct election procedure'. Cllr O'Keefe pointed out that as the Election of Vice-Chairman of F&GP Committee was not a specific agenda item on the 18th May 2020 's Council agenda, the election should take place again to follow the correct procedure.

At the proposition of Cllr Bayliss, Cllr Orme was proposed as Vice-Chairman of F&GP Committee.

At the proposition of Cllr O'Keefe, Cllr J Chhokar was proposed as Vice-Chairman of F&GP Committee. A vote then took place to elect the Vice-Chairman of F&GP. Cllr J Chhokar was elected Vice-Chairman of F&GP Committee by a vote of 4 for Cllr Chhokar, 3 for Cllr Orme and 2 councillors abstaining.

As a result of the outcome of this vote, Cllr Bayliss stood down as Chairman of F&GP Committee.

20/20 To confirm the Minutes of the following meetings:-

Commons Committee 1st June 2020. At the proposition of Cllr Orme, seconded by Cllr Woolveridge, the Minutes of the Commons Committee were agreed by Council after removing the

initials of the councillor requesting contact with the police under Minute 6, and will be signed at a later date.

Highways Committee 1st June 2020. At the proposition of Cllr Wood, seconded by Cllr Roberts, these Minutes were agreed by Council and will be signed at a later date.

Planning Committee 26th May and 8th June, 2020. - Cllr J Chhokar confirmed the Planning Minutes.

21/20 Neighbourhood Plan Steering Group (NPSG) updates.

Cllr Orme reported that they had received a report from AECOM on Social Housing Needs Assessment, Settlement Capacity Study and mix of housing. The reports provided an updated review but rather repetitive in content. Cllr Brown raised concern that the Settlement Capacity Study showed higher housing needs than in the previous report which were pre-Brexit and far too high. A more accurate need should be reflected in GX's Neighbourhood Plan and the Council asked the NPSG to challenge this figure with Chiltern and South Bucks Planning Department who at the time who carried out this report.

22/20 To note the Annual Internal Audit Report – Noted and accepted.

23/20 Resolved to approve the Annual Governance Statement for the year ended 31st March 2020

24/20 Resolved to approve the Statutory Annual Accounting Statements for the year ended 31st March 2020.

25/20 Resolved to approve the Balance Sheet and Income and Expenditure Accounts for the year ended 31 March 2020.

26/20 Finances

- (a) Resolved to approve payments for June, 2020 (to be circulated).
- (b) To fix a date for the next F&GP Committee meeting in order to note the end of year accounts and to earmark reserves for special projects – Deferred.

27/20 To decide if GX Town Council wishes to pay the cost of mediation – Mediation Services are no longer required.

28/20 The following agenda item is at the request of Cllr J Chhokar:- ‘The Gerrards Cross Town Centre safety measures proposal submitted to Buckinghamshire Council by the Town Council on 4 June 2020 and the process followed in deciding these’. Cllr J Chhokar raised concern that councillors did not have adequate time to respond to the proposals. The Town Clerk explained that Buckinghamshire Council had to work quickly to the Government's Covid 19 advice that shops were re-opening on 15th June. The Government had given Buckinghamshire Council a grant towards making town centres safer to users. This left very little time for GXTC to consider fully the safety measures required. After further discussion it was agreed that 20mph speed limit would be helpful but a one way system was not required. Also did not want ‘Keep Your Distance’ stickers stuck to the pavement but should be on signs attached to the lamp posts at eye level. SM has received these signs and SM and TS will erect these signs tomorrow. The situation should be monitored frequently and amended if necessary. It was agreed to put this on the agenda for the next Planning and Highways meetings.

29/20 The following agenda item is at the request of Cllr Roberts:- ‘Discussion for VJ Day 15th August 2020’. Cllr Roberts proposed for a war time plane to fly over Gerrards Cross on VJ Day, to land at Denham Aerodrome and the pilots to meet members of the public in GX, preferably on the Common. Cllr Bayliss explained it was a Havard WW2 Plane which is a big plane, much bigger than a spitfire or hurricane, so would be impressive. The cost would be in the region of £200. The Royal British Legion, GX Branch, had been contacted and were in support of this. This proposal was agreed in principal subject to Denham getting special dispensation for the fly pass and weather conditions. JP will discuss this with WeAreGX if they would like to do something as well to mark the event.

30/20 The following agenda item is at the request of Cllr Surkovic:- ‘Standards in Public Life’ – To seek members agreement to commit to the seven principles of public life, noting particularly the last of those (leadership) and to agree to hold each other to account on these principles. In agreeing to this, noting our goal as a Town Council and our role as councillors within that. ES put this agenda

item forward to try and improve a better working relationship within the Council, working within a Code of Conduct acceptable to a public office-holder. CB did add that the 10 Nolan Principles, that include the 7 principles of public life, were already known to councillors as they are included as part of councillors' training. However, ES went on to say that recent events have superseded this agenda item as NALC has just produced a new Model Code of Conduct which is at consultation stage, the deadline for responses being 17th August 2020. It was agreed to study and respond to the consultation at the next Council meeting. JO asked for a Question and Answer session on the new Model Code of Conduct with a suitable qualified person. CB recommended an annual training course for all councillors as soon as possible and this should be a yearly event, particularly, after an election.

31/20 The following agenda item is at the request of Cllr Brown:- 'To consider if Gerrards Cross Town Council should move to new premises more suitable for conducting the business of the Town Council'. CB believes the present offices are inadequate for purpose. The meeting space is too small and the offices are a poor standard with no space to grow if more staff are required in the future. After much discussion it was agreed in principle to consider new premises but more in depth research required regards need, space allowance and PWLB availability.

32/20 Report from Buckinghamshire Council Councillors

Cllr Reed reported:- (i) Last week the new Southern Area Planning meeting held a Virtual meeting. Only 3 plans were considered by Committee with 2 of the plans referring to the Local Plan 2036 (which was agreed by SBDC) as a material consideration. Cllr Reed asked the question that as the Local Plan 2036 is at the Consultative stage it must only have limited weight as a material consideration? As yet no one has been able to answer the question but he is pursuing this outside the Planning Committee; (ii) On 7th May the Planning Inspector Examination advised the non-adoption of the Local Plan as SBDC had not complied with the Duty of Co-Operation with Slough BC. There will be many months of delay so the decision to adopt the Local Plan will probably not take place until the newly elected Buckinghamshire Council is in place. Cllr Reed suggested that NPSG should query the number of additional houses required and ask for evidence to sustain these figures in the Housing Capacity report.

Cllr S Chhokar reported:- (i) He would support Cllr Reed's comments on the importance of GX having a NP in place; (ii) Once the Community Board Co-ordinators have been appointed, meetings will be arranged with town and parish councils and community groups.

Cllr Smith reported:- (i) The only meeting of Buckinghamshire Council has been the Planning meeting. There are 5 area Planning Committees compared with 4 in the previous set up. Cllrs S Chhokar, Reed and Gibbs are on the South Buckinghamshire Planning Committee from GX and looked at 3 contentious plans which is about right; (ii) The Khalsa Academy in Stoke Poges has been deemed inadequate by Ofsted and their funding removed so temporarily closed. This has affected the Transport for School boundaries but the Academy will be opened again under a different Trust.

Cllr Wood asked if the reports from the Buckinghamshire Council Councillors could be put on the agenda at an earlier stage. Cllr Brown responded that this has been brought up previously and was not agreed as BCC and SBDC issues would dominate the Town Council's meeting. However we can put it on the next Council agenda for discussion.

33/20 Report on Meetings – members update on where they have represented the Town Council since the last meeting.

Cllr Orme – Virtual meeting with local charity MAD which had to cancel their fundraising event this year.

Cllr Woolveridge: Age Concern can still not hold their chiropody clinics as the Community Centres are closed due to Covid 19 and waiting for further guidance from Government.

Cllr J Chhokar – None

Cllr Roberts – None.

Cllr O'Keeffe : None.

Cllr Palmiero – None.

Cllr E Surkovic – Virtual meeting of the Library Trustees. Library still closed but looking for more volunteers when it is ready to open.

Cllr Bayliss – None

Cllr Scott – None,

Cllr Wood – Highways UK on various projects in GX.,

Cllr Brown – None.

34/20 To note information received in the correspondence at the Town Council Office – Cllr Roberts has circulated Denham Airport PBN Instrument Approach Procedures whereby Denham Aerodrome are seeking to improve operational efficiency to provide the best service to all users by adopting modern technology. JW commented that the date for the consultation has expired.

35/20 To confirm that the next VIRTUAL Council Meeting of Gerrards Cross Town Council will be at 7.30pm on 20th July 2020.

The meeting closed at 9.45 pm

Signed.....

Date.....

Payments 15th June 2020							
	Chq No/Bacs/DD	Payee	Net Exp.	VAT	Gross Exp	Transaction Details	
		Commons					
58	BACS	Amersham Town council	130.00	26	156.00	4712.00	Playground checks April
59	BACS	Amersham Town council	130.00	26	156.00		Playground checks May
60	BACS	A M S	876.50		876.50	876.50	Monthly grass cutting contract for April
		Highways					
61	BACS	Leigh Electrical	375.00	75	450.00	1386.00	Monthly street lighting contract
62	BACS	Leigh Electrical	140.00	28.00	168.00		New shade ,lam and holder 2 elmwd pk
63	BACS	Leigh Electrical	140.00	28.00	168.00		fit new head 171 fulmer Rd
64	BACS	Leigh Electrical	80.00	16.00	96.00		Make safe and remove head manor lane
65	BACS	Leigh Electrical	40.00	8.00	48.00		charge up and move MVAS
66	BACS	Leigh Electrical	380.00	76.00	456.00		Put up flags and alter 2 brackets
67	DD	Southern Electric	273.61	52.95	326.56	326.56	Unmetered electricity
68	BACS	Latchmore Garden Care	85.00		85.00	85.00	cut back o/h veg Oak End Way/Marsham Way
58	BACS	Amersham Town council	1833.33	366.67	2200.00		Devolved Services April
59	BACS	Amersham Town council	1833.33	366.67	2200.00		Devolved Services May
69	BACS	Highways UK	35611.81	7122.36	42734.17	42734.17	Pothole Repair
		Administration			0.00		
70	BACS	Beverley Simpson & Co Ltd	150.00		150.00	150.00	End of year audit
71	card	Zoom Pro	119.90	23.98	143.88	143.88	Annual charge
72	Chq No/Ba	Chilten Society	30.00		30.00	30.00	Subscription
73	DD	Chess	126.99	25.4	152.39	152.39	Telephone and broadband
74		Bank charges	8.40		8.40	8.40	
		Parish Office					
75	DD	CNG Power	27.25	1.37	28.62	28.62	Gas Charge
76	DD	Gazprom	42.01	2.10	44.11	44.11	Electricity charge
		Communications					
77	BAC	Nexus	100.00	20.00	120.00	120.00	Monthly software and support
78		D2D Distribution Ltd	350.00	70.00	420.00	420.00	
79	Card	Natwest OneCard	84.00	16.80	100.80	143.04	Microsoft 365
80	Card	Natwest OneCard	35.20	7.04	42.24		Microsoft 365
		Neighbourhood Plan					
81	BACS	Planet evolving together	300.00	60.00	360.00	360.00	Consultancy work
82	BACS	Bob Ghataaura	1992.64		1992.64	1992.64	GX Covid 19 Support Group -from Bucks C grant
83-86	BACS	Salaries	3750.38		£3,750.38	£3,750.38	
		Total	49045.35	8418.34	57463.69	57463.69	

Chairman.....

Date.....

Budget for 2020/21

	Budget 2020-21	Earmarked Reserves	Expenditure of budget as at 18th May 2020 (excluding VAT)	Expenditure of Earmarked Reserves as at 18th May 2020	Total Expenditure
COMMONS	£64,000.00	£40,600.00	£867.50		£867.50
LIGHTING	£22,501.00		£2,860.36		£2,860.36
HIGHWAYS	£85,425.00	£142,395.00	£1,809.56	£4,754.44	£6,564.00
GRANTS	£25,100.00		£14,700.00		£14,700.00
COMMUNICATION	£8,330.00	£5,500.00	£219.20		£219.20
GENERAL ADMIN	£13,420.00		£205.46		£205.46
NEIGHBOURHOOD PLAN		£10,319.00		£25.00	£25.00
COUNCIL OFFICE	£9,050.00		£2,469.04		£2,469.04
SALARIES	£69,000.00		£8,028.03		£8,028.03
PRECEPT / TOTAL	£296,826.00		£31,159.15	£4,779.44	£35,938.59