

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



Minutes of the Council Meeting held at 7.30pm on Monday 16th March 2020 at Gerrards Cross Memorial Centre.

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

In Attendance: Bucks CC Cllr Reed, SBDC Cllr D Smith, SBDC Cllr S Chhokar and Sue Moffat (Town Clerk).

111/19 Declaration of Interests - Councillors please give any declarations of interest at the beginning of the item on the Agenda.

112/19 Apologies for absence – Apologies have been received from, Cllr N Holmes, Cllr P Roberts, Cllr Scott, BCC Cllr B Gibbs and I Gordon.

113/19 Announcement by the Mayor, Cllr Brown – Cllr Brown wished to emphasise that debates between councillors should be carried out in a respectful manner and any objections raised should be against the action proposed and not against the councillor proposing that action so there is no personal offense. Also councillors should be careful about the contents of emails they send as these could be made public under the Freedom of Information. Also, it is advisable that it may be pertinent not to copy all councillors in the email chain if the relevance of the email is only directed to certain councillors.

113/19 To confirm the Minutes of the Town Council meeting held on 17th February 2020.

At the proposition of Cllr Brown, seconded by Cllr Wood, these Minutes were agreed by Council and signed after amending Minute 121/19 from ‘2’ to ‘3’ Unitary councillors in both places where mentioned and £25 p.a. to £25k p.a..

114/19 Public Speaking - None.

116/19 Resolved that the Minutes of Commons, Highways and Planning will be approved, seconded and ratified at Council in future without summarising the items in the Minutes as it will be accepted that all Minutes have been read by councillors. Cllr Brown highlighted that any objections to the Minutes should be raised before the Minutes are ratified. The Planning Committee have delegated authority so the Minutes do not need ratifying at full Council.

7.35pm Cllr Surkovic joined the meeting.

115/19 To confirm the minutes of the following meetings which can be found on the web site

<http://gerrardscross.gov.uk/meetings-and-minutes-2020/>:-

Commons Committee 2nd March 2020– Cllr Brown asked that the subject of repainting of the double yellow lines around the bus turning circle should be added to the Minutes and this was agreed. At the proposition of Cllr Orme, seconded by Cllr Woolveridge, the Minutes of the Commons Committee were agreed by Council and signed.

Highways Committee 2nd March 2020 - At the proposition of Cllr Wood, seconded by Cllr Orme, the Minutes of the Highways meeting were agreed by Council and signed. Cllr Wood added that highways contractor is progressing the pothole/pavement repair project but is not likely to be completed until mid-April as waiting for the Traffic Management to be in place and then the budget will be spent.

Planning Committee of 24th February and the ‘virtual’ meeting of 9th March 2020 - Cllr J Chhokar confirmed these Planning Minutes.

125/19 Neighbourhood Plan Steering Group (NPSG) updates.

Updates on Work in Progress. Cllr Holmes had written a short report presented by Cllr Orme:- The Steering Group have been guided by our consultants towards a ‘Call for Sites’ to earmark potential development sites for the future as required by central government. Any suggested sites will specifically exclude any green belt land. This exercise is vital to ensure that any future development meets the requirements of the Neighbourhood Plan and creates some form of control on where and how development is created. An important precursor to the sites assessment, will be a Housing Needs Assessment to determine the actual numerical requirement for homes. Acorn (analysts of demographic data) are happy to provide a free (Government pays) Housing Needs Assessment appropriate for GX.
(ii) To approve any proposed expenditure over £500 – None.

126/19 Communications Working Party Updates

(i) VOICE – ATM reports from the Chairmen of Committees need to be submitted by Wednesday in readiness for next edition of VOICE in April 2020.
(ii) Dates for the Diary – 20th March, GX Clean-Up day being organised by WeAreGX.

127/19 Election Update

Briefing notes circulated. The Town Clerk highlighted that there will be 3 elections on 7th May being Unitary, town/parishes and the Police Commissioner. Notice of election of the town/parish council elections will be published on 31st March and nomination forms will be available from then either from the Town Council office or SBDC. The nomination forms must be returned by hand to the Town Clerk or Monitoring Officer at SBDC by 4pm on 8th April 2020. The count will take place at SBDC on 9th April.

128/12 Resolved to enter the Michaelis Cup of the Best Kept Village competition in 2020. Cost £25 per entry

129/19 To discuss VE Day celebrations - Resolved for GXTC to fund an outdoor cinema for VE Day event being organised by WeAreGx group as per quote £1500 plus vat. If this event is cancelled due to Coronavirus (Covid 19) then the funding will be saved for the next event which may take place in August.

130/19 Resolved to approve the request from Gerrards Cross Cricket Club (Dukeswood) for a £3000 grant towards a much needed mower. N.B. The Club caters for 220 boys and girls to learn cricket and 3 senior sides.

131/19 Resolved to approve payments for March 2020 – Noted. After a meeting with the Town Clerk analysing the budget, Cllr Bayliss, Chairman of Finance, is satisfied that the budget and earmarked reserves are on target to be spent once the planned projects are completed, some of which will be carried over to the next financial year. The next meeting of F&GP Committee will be organised after the end of year accounts have been completed.
Agreed for the Chairman of Finance and the Town Clerk to approve any outstanding invoices from 16th March to the end of the financial year, 31st March 2020 and present these invoices to next Council.

132/19 Report from County and District Councillor

Bucks CC Cllr Reed reported:- (i) The Government has deferred Council elections for one year due to the Coronavirus. This means there will be over 200 councillors instead of the 147 councillors on the new Unitary authority in April for a year. He is not too sure how the decision making process will work with such a large number of councillors but at the last meeting only 45% attended. It will be difficult to find a venue to hold the meetings for such a large number; (ii) The public Inquiry regards the draft Local Plan has been deferred due to the Coronavirus so it will definitely now be a Unitary decision. Bucks CC did not support the draft Local Plan so the new Unitary Authority may well start again with a blank piece of paper but this time with the updated statistics. Cllr Bayliss raised the question that as the Shadow Unitary Authority has not made any decisions for the last 6 months, will another year go by before this is sorted? Cllr Reed replied that, personally, he doesn't accept this and believes that the new Unitary Authority can make decisions if members take the lead.

Cllr Brown raised concern that it will take at least 5 years to put a new Local Plan together. Cllr Reed responded that in his personal view an interim plan for South Bucks could be produced quickly as it is important to stop Slough Housing needs overflowing into South Bucks, but no one really knows what will happen. The existing Local Plan can still be enforced until it is replaced.

Cllr Smith responded that an interim Local Plan cannot be done as it will leave South Bucks open to developers.

Cllr Smith went on to report on the coronavirus will become a pandemic and one usually occurs once every century. Local Authorities, like Government, must look at the worst-case scenarios and there could be up to 5000 people dying in May and June. The best way to stem this is if an inoculation is found. Work will be done virtually at the Unitary Authority and staff will be working from home if not required to be at the workplace.

Cllr S Chhoker reported that elections have been postponed for a year due to the coronavirus and it is important that civil servants are in place to continue the work in Bucks.

Cllr Smith said that it is possible that Bucks Council may lose 10% of the unitary budget if there are job losses and inability to pay the rates due to the Coronavirus. However Cllr Reed thought this was scaremongering.

Cllr Surkovic reported that action was taking place such as the Civil Contingency Act, National Risk Assessment and Thames Valley Resilience Forum. Cllr Surkovic raised the need for the Town Council to have an emergency preparedness plan. Councillors discussed the proposal and it was agreed that Cllr Surkovic should draft such a plan

The Town Clerk reported that she had sought advice from BALC as to what measures town/parish councils should take in order to continue to operate.

Cllr J Chhokar asked if the request for planning application PL/19/4352/FA, Dukesville, Windor Rd to be decided by the Planning Committee has been agreed? Cllr Smith will investigate.

Cllr Wood asked if Cllr Gibbs could return to attending these Council meetings now that she is a Bucks councillor for another year as there were a number of Highways issues that need to be raised with her.

133/19 Report on Meetings – members update on where they have represented the Town Council since the last meeting.

Cllr Orme - (i) 18th February – Neighbourhood Plan meeting and a subsequent Call for Sites meeting, (ii) 2nd March - SPWP; (iii) 7th March a talk on Iron age Hillforts at Amersham with JW. Interestingly, The Camp was a Hillfort for enclosure of animals/meetings and people didn't actual live there.

Cllr Woolveridge: (i) GXCv - there were 11 volunteers carry out some useful work; (ii) Site visit of trees in Windsor Rd with AW and SM; (iii) 7th March a talk on Iron age Hillforts at Amersham with HO.

Cllr J Chhokar – None.

Cllr Roberts – Sent a report from the Denham Aerodrome Consultative meeting last Wednesday 11th March, where there was a presentation from NATS on changes to navigation systems, changing from Ground Beacon's to Satellites. When he receives the full document he will circulate it a copy.

Cllr Holmes – No report.

Cllr O'Keeffe : None.

Cllr Palmiero – (i) WeAreGX group meeting; (ii) A meeting with HWBidCo which is a not for profit organisation that is funded by a levy from BID businesses and then reinvests it in local projects and events within the High Wycombe town centre.

Cllr E Surkovic – None.

Cllr Bayliss – Finance meeting with SM regards budgets.

Cllr Scott – No report.

Cllr Wood – (i) Visit to Dental Practice, Oak End Way regards removal of bins which has now been done; (ii) Meeting with the building contractors working on the house next to EThorpe PH said they will reinstate grass verge once completed; (iii) Visited Swathmore Care Home to inspect pavements which are very uneven and will seek quote for restatement work.

Cllr Brown – (i) 2nd March - SPWP; (ii) Meeting with British Legion about VE day. BL will have a Silent Soldier display on West Common again; (iii) Meeting with LATS and SM to discuss pothole repair and gulley cleaning work

134/19 To note information received in the correspondence at the Town Council Office – None.

135/19 To confirm that the next Council Meeting of Gerrards Cross Town Council will be at 7.30pm on 20th April 2020.

The meeting closed at 8.35 pm

Signed.....

Date.....

Payments 16 March 2020

	Chq No/Bacs/DD	Payee	Net Exp.	VAT	Gross Exp		Transaction Details
		Commons					
375a	BACS	Amersham Town Council	130.00	26	156.00	2356.00	Weekly Playground inspection
375b	Card	Amazon	35.06	7.02	42.08		GXCV tools
375c	Card	Amazon	93.02	18.59	111.61		
		Highways					
376	BACS	Leigh Electrical	375.00	75	450.00	570.00	Monthly street lighting contract
377	BACS	Leigh Electrical	40.00	8.00	48.00		Move MVAS
378	BACS	Leigh Electrical	60.00	12.00	72.00		3 new heads
379	DD	Southern Electric	248.01	48	296.01	296.01	Unmetered Electricity x 2 invoices
380	BACS	Amersham Town Council	1833.33	366.67	2200.00		Devolved Highways Work
381	BACS	Windowflowers	1035.00	207	1242.00	1242.00	Hanging baskets and street planters
		Administration					
382	BACS	GXCA	63.00	0	63.00	63.00	Room rental
383	BACS	SLCC	299.00	40	339.00	339.00	SLCC Practitioners Conference
384	BAC	Beverley Simpson & Co Ltd	150.00		150.00	150.00	3rd Quarterly internal audit review
385	Chq	Bank Charges	6.25		6.25	6.25	
		Neighbourhood Plan					
386	BAC	Planet (Evolving Together)	350.00	70.00	420.00	420.00	Consultancy work
		Communications					
387	BAC	Nexus	100.00	20.00	120.00	348.00	Monthly software and support
388	BAC	Nexus	190.00	38.00	228.00		IT support
389	Card	Microsoft Office 365	84.00	16.80	100.80	143.04	Microsoft 365
390	Card	Microsoft Office 365	35.20	7.04	42.24		Microsoft 365
		Parish Office					
391	DD	CNG	61.61	3.08	64.69	64.69	Gas supply
392	DD	Gazprom	43.12	2.16	45.28	45.28	Electricity supply
393	BAC	Delta synergistics	151.00	30.2	181.20	181.20	Office security
		Grant					
394	chq	GX Cricket Club	3000.00		3000.00	3000.00	grant
395-399	BAC	Salaries	3959.52		3959.52	3959.52	
		Total	12342.12	995.56	13337.68	13183.99	

Signed

Date

Payments from 17th to 31st March 2020							
	Chq No/Bacs/DD	Payee	Net Exp.	VAT	Gross Exp		Transaction Details
		Commons					
400	BACS	Organick Gardens	318.20		318.20	458.20	Repair benches and running posts
401	BACS	RM Lambert	250.00		250.00	250.00	Remove tree stump, the Camp
402	BACS	GPEX	112.00	22.4	134.40	134.40	No fishing sign
		Highways					
400	BACS	Organick Gardens	140.00		140.00		Weed high street and clean bus shelters
		Administration					
403	BACS	GXCA	38.00		38.00	38.00	Room rental
		Communications					
405	BACS	Nexus	150.00	30.00	180.00	180.00	Web site support
		Parish Office					
404	DD	Chess	76.57	15.31	91.88	91.88	Telephone and broadband
		Neighbourhood Plan					
		Total	1084.77	67.71	1152.48	1152.48	

Budget for 2019/20

	Budget 2019-20	Earmarked Reserves	Expenditure of budget as at 18th February 2020(excluding VAT)	Expenditure of Earmarked Reserves as at 18th February 2020	Total Expenditure
COMMONS	£45,150.00	£99,925.00	£15,538.92	£76,053.68	£91,592.60
LIGHTING	£18,501.00		£21,100.72		£21,100.72
HIGHWAYS	£77,750.00	£152,000.00	£40,012.59	£40,801.75	£80,814.34
GRANTS	£36,370.00		£31,316.95		£31,316.95
COMMUNICATION	£7,662.00	£8,000.00	£6,226.20	£2,500.00	£8,726.20
GENERAL ADMIN	£22,485.00		£11,615.86		£11,615.86
NEIGHBOURHOOD PLAN		£13,171.00		£2,477.00	£2,477.00
COUNCIL OFFICE	£11,442.00		£8,928.83		£8,928.83
SALARIES	£69,000.00		£46,135.29		£46,135.29
Farmarked Reserves Total		£273,096.00			
PRECEPT / TOTAL BUDGET	£288,360.00		£180,875.36	£121,832.43	