

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 Council Meeting held at 7.30pm on Monday 15th November 2021 in The Garden Room at Gerrards Cross Memorial Centre

Present: Cllr. A Wood (Mayor), Cllr. J Chhokar, Cllr Sarah Davey, Cllr. C Da Costa, Cllr. T Greenfield, Cllr. B Holborn, Cllr. J O’Keeffe, Cllr. B Peck, Cllr. C Stuart-Lee.

In Attendance: Chris Brown (Associate Councillor), Jennifer Woolveridge (Associate Councillor), Sue Moffat (Town Clerk), Amy McCreary (Deputy Town Clerk) and two members of the public.

96/21 To accept apologies of absence: Cllr N Barnett, Cllr. M Bracken, Cllr. P Roberts, Buckinghamshire Council Cllr P Bass, Buckinghamshire Council Cllr G Hollis, Buckinghamshire Councillor S Chhokar and Buckinghamshire Council Cllr T Broom.

97/21 Declaration of Interests - Councillors please give any declarations of interest at the beginning of the item on the Agenda.

98/21 To approve the Minutes from the Full Council meeting on 18th October 2021. Cllr Wood proposed, Cllr Greenfield seconded, and the Council agreed.

99/21 Public Speaking A member of the public raised concerns about Network Rails proposed development of the railway footbridge between Orchehill Avenue and Layters Way. Unfortunately she missed the Network Rail meeting because she found out about the event after it had taken place. A lot of residents were unaware because it was not advertised very well and as a result there was poor attendance. She looked for the Minutes from the meeting but was unable to find them. She did try to give feedback to Network Rail but the telephone number they provided did not work.

The Town Clerk confirmed that no Minutes were taken because it was not a meeting it was a consultation instigated by Network Rail. Network Rail advertised the week before the meeting and a poster was put up in the notice boards, in Tesco, on our Facebook page and the Town Council’s website.

Cllr Chhokar confirmed that the application will be discussed at the next Planning Committee meeting. The Council acts as a legal consultee and will make a decision then. If the Town Council decide the application needs to be looked at in more detail a request will be made to call it into the South Bucks Planning meeting so it is considered by the Planning Committee. South Bucks Planning Area Committee is made up of Unitary Councillors of the local area and they will scrutinise the application and make recommendations to be agreed by the Planning Committee.

Cllr Wood confirmed that he has already requested for the plan to be called in to the South Bucks Planning Committee as a unitary councillor.

Cllr Holborn to send his photos of the Network Consultation to the resident.

Cllr Wood confirmed that he had written to the Planning Department shortly after the consultation because the application was not live, meaning no one could upload a comment. It is now live and the application number is PL/21/3957/FA for people to upload comments. Please see link below for further details.

100/21 Report from Buckinghamshire Councillors.

Cllr Wood has been notified by Buckinghamshire Council that they are at risk of going into debt and as a result Buckinghamshire Council are going to withdraw 3.5 million from the Community Board funding. The main reason for financial difficulties is the rising cost of social care.

101/21 To confirm the Minutes of the following meetings:-

- (i) Commons Committee 1st November 2021 Cllr Greenfield proposed, Cllr Peck seconded and the Council agreed.
- (ii) Highways Committee 1st November 2021 Cllr Wood proposed, Cllr Stuart-Lee seconded, and the Council agreed.
- (iii) Planning Committee 25th October and 8th November 2021– Cllr J Chhokar confirmed the Minutes.
- (iv) F&GP Committee 13th October and 9th November 2021. Cllr Chhokar proposed the Minutes and Councillor Da Costa seconded them. Cllr Bracken sent an email requesting for the Minutes to be changed and the Clerk read his email out. It was agreed at the meeting that this was a personal statement and the Minutes should not be updated. The Clerk reminded the Council that Minutes should give a brief overview of agenda item under discussion and record the resulting action.

102/21 Neighbourhood Plan Steering Group (NPSG) updates

Cllr J Chhokar has his next meeting on Wednesday 17th November and will give a report at the next Council Meeting.

103/21 Proposed new terms of GXTC's lease of South Lodge with Gerrards Cross Community Association Update– The draft lease is with our solicitors. Once in place the Town Clerk will move forward with the office refurbishment.

104/21 CCTV Update – Cllr O'Keeffe has arranged for Chris Traughton to review the Town Council's CCTV procedures and ensure they are legally compliant on 25th November 2021. The cost of the service is £300 plus VAT. This was agreed.

Installation update – Once the Christmas lights are down the contractor will provide a revised quote in January. Cllr Wood confirmed to the Council that the CCTV installation has taken a long time due to having to justify the requirement of extra cameras to Bucks Council. The Police also requested for some cameras to be changed to ANPR. The stress testing and electrical testing has also been time consuming. The Town Clerk to arrange a meeting with Cllr J Chhokar so he can review the CCTV financial documentation.

105/21 Report from the Working Group to review the Councils Committees' practices – There is no report but the Working Group is currently discussing the meeting timetables and looking at the Committee formats. Cllr Wood to join the Working Group.

106/21 High Street Rejuvenation – Cllr Wood and the Town Clerk had a meeting with some of the Gerrards Cross landlords, property agents and WeAreGX to discuss what can be done to rejuvenate the High Street. There are potential businesses that want to come to Gerrards Cross. An application for renewing the decorative brackets for decorations and Christmas lights will be made to the EU funding grant. There will also be a deep clean for the high street. Cllr J Chhokar suggested that we inform the public of what the Town Council can and cannot do in terms of the High Street Rejuvenation. The Deputy Clerk to put a document on social media. Buckinghamshire Council previously stated that Packhorse Road would be resurfaced up to the Post Office, but it has now been now confirmed that this was a mistake. The Head of Highways will provide costings for this part to be resurfaced. Cllr Holborn informed the Council that Saturday 4th December was national small business day which could attract people to the high street. Cllr Holborn also suggested that the Town Council do a survey and ask the residents what they would like on the high street.

107/21 Network Rail – New footbridge crossing -. Cllr Holborn confirmed that he has resent the photos from the consultation to the Councillors and requested that Councillors look thoroughly at the plans on the Planning Portal before commenting. Cllr Stuart-Lee confirmed that she is working with residents and they have applied for the footbridge to be listed on the heritage site. However it takes a year for it to be validated on the list and Network Rail can apply for immunity meaning it would not be protected. Residents have set up a Whatsapp group who want to take further action e.g. write to Lord of the Manor, send in objections. Associate Cllr Brown confirmed that Network Rail previously refused to paint the bridge and within the documentation it states that the structure is safe. Associate Cllr Brown to email the documentation to Cllr Wood and the Town Clerk.

1. **108/21 To change Standing Orders 2-** To change 2A from 7.30pm to 7pm and to change 2C to add a ‘Staffing Committee’ and to change time and dates of meetings as agreed at the Council meeting on 18th October 2021 i.e. Each month - Week 1 Planning, Week 2 Highways Week 3 Planning followed by Commons, Week 4 Full Council. The Council agreed.

109/21. To Resolve the Precept for 2022-23 to be as that recommended by F&GP Minutes of 9th November 2021 being £348,384 and the budget for 2022-23 to be set the same, £348,384. The majority of the Council agreed. Cllr Holborn and Cllr J Chhokar requested for it to be minuted that they disagreed with the 15% increase.

110/21 To approve payments for November 2021- Cllr J Chhokar confirmed the payments. Cllr J Chhokar requested to see some of the contracts. The Town Clerk to arrange a meeting with Cllr J Chhokar. BALC contacted Cllr Wood to raise concerns that they had heard Gerrards Cross Town Council was considering leaving BALC. The Treasurer has asked to speak to the Town Council to address the situation. The Town Council agreed.

111/21 Report on meetings - members update on where they have represented the Town Council:- Cllr Stuart-Lee attend the Remembrance Sunday event at the Memorial Centre.

Cllr Holborn attended the Buckinghamshire Council Enforcement Meeting and raised the flag for Remembrance Sunday.

Cllr Greenfield met a resident to discuss what can be done to rejuvenate the high street.

Cllr Da Costa had a meeting with Highways UK to discuss Packhorse Road.

Cllr Wood had a meeting with Highways UK to discuss Packhorse Road. Discussed rejuvenation of the high street with some local businesses and landlords. Attended the Remembrance Sunday event at the Memorial Centre.

112/21 To note information received in the correspondence at the Council Office – The Town Clerk to draft a response to Norman Holmes regarding any ideas the Town Council has to restore the high street.

95/21 To confirm that the next Council Meeting of Gerrards Cross Town Council will be at 7pm on 13th December 2021 at the Memorial Centre followed by Christmas refreshments.

The meeting closed at 8.20pm

Signed.....

Date.....

Payments 15th November 2021						
Chq No/Bacs/DD	Payee	Net Exp.	VAT	Gross Exp	Total to Payee	Transaction Details
	Commons					
BACS	Amersham Town Council	130.00	26	156.00	2356.00	Weekly playground inspections
BACS	A M S	876.50		876.50	876.50	Monthly grass cutting contract - June 21
BACS	Clearwater	4895.20	979.04	5874.24	5874.24	Water lily removal
BACS	Zephyr	29.95	5.99	35.94	35.94	Flagpole - glass fibre cover
	Highways					
BACS	Leigh Electrical	375.00	75	450.00	2350.80	Monthly street lighting contract
BACS	Leigh Electrical	40.00	8.00	48.00		Charge up and move MVAS
BACS	Leigh Electrical	340.00	68.00	408.00		New LED head junc fulmer Rd/Dukeswood
BACS	Leigh Electrical	540.00	108.00	648.00		Junc St Huberts dig out and rmove stump following SEC connections
BACS	Leigh Electrical	664.00	132.80	796.80		Junc Dukeswood Drive dig out and rmove stump following SEC connections
DD	Southern Electric	303.58	60.71	364.29	378.51	Unmetered electricity
DD	Southern Electric	13.55	0.67	14.22		Unmetered electricity
BACS	Amersham Town Council	1833.33	366.67	2200.00		Devolved Services
BACS	Buckinghamshire Council	80.30		80.30	80.30	Pre-application advice for MillLane and Marsham Lane bridge works
BACS	Electrical testing	860	172	1032.00	1032.00	Testing Bucksstreet lights for CCTV installation
	Administration					
BACS	GXCA	80.00		80.00	80.00	Room hire for defibrillator training
DD	Chess	142.57	28.51	171.08	171.08	Telephone and broadband
BACS	Beverley Simpson & Co Ltd	175.00		175.00	175.00	Internal audit - quarterly check
BACS	BMKALC	60.00		60.00	60.00	Demystifying Planning training
	Bank charges	8.40		8.40	8.40	
	Parish Office					
DD	CNG	36.72	1.84	38.56	38.56	Gas charges
DD	Gazprom	43.38	2.17	45.55	45.55	Electricity charge
	Castle Water	76.68		76.68		Water and waste
Card	Screwfix	7.49	1.49	8.98	8.98	Extension cable
Card	Screwfix	23.73	4.74	28.47	28.47	Wasps nest foam
	Communications					
BACS	Nexus	100.00	20.00	120.00	120.00	Monthly software and support
DD	Vatu	100.00	20	120.00	120.00	Web site hosting and support
DD	Vatu	80.00	16	96.00	96.00	Renewal of gerrardscross.gov.uk domain name
BACS	Gpex	586.00		586.00	586.00	VOICE newsletter print
BACS	Webfx	300.00	60	360.00	360.00	GXm Plan website hosting for one year Nov-Oct
BACS	Planet evolving together	300.00	60	360.00	1692.00	Updating NP amendments attending steering group meeting
BACS	Planet evolving together	1100.00	222	1332.00		
Card	Natwest OneCard	66.00	13.20	79.20	144.00	Microsoft 365
Card	Natwest OneCard	35.20	7.04	42.24		Microsoft 365
Card	Natwest OneCard	4.08	0.82	4.90		Microsoft 365
	Salaries					
		5967.42		5967.42		

Budget 2021-22

	Budget 2021-22 P.A.	Earmarked Reserves	Expenditure of budget (excluding VAT) to end of October 2021	Expenditure of Earmarked Reserves (excluding VAT) to end of October 2021	Total Expenditure
COMMONS	£60,060.00	£37,000.00	£12,664.83	£27,080.00	£39,744.83
LIGHTING	£22,501.00		£14,627.18		£14,627.18
HIGHWAYS	£75,425.00	£117,709.00	£18,559.81	£5,488.60	£24,048.41
GRANTS	£34,102.00		£10,602.00		£10,602.00
COMMUNICATION	£8,600.00	£1,722.00	£12,006.57		£12,006.57
GENERAL ADMIN	£23,820.00		£14,384.82		£14,384.82
NEIGHBOURHOOD PLAN		£8,869.00		£1,762.50	£1,762.50
COUNCIL OFFICE	£9,435.00	£24,000.00	£4,916.13		£4,916.13
SALARIES	£69,000.00		£42,845.68		£42,845.68
PRECEPT / TOTAL	£302,943.00	£189,300.00	£130,607.02	£34,331.10	£164,938.12