

**Agenda for a SERVICES Committee meeting**  
**Monday 6<sup>th</sup> April 2020 at 7.30pm, via Conferencing facility**

However, the Committee may pass a resolution excluding them at any time or at any stage of the proceedings on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members should disclose any Personal or Disclosable Pecuniary Interest.

**Aims and Objectives of the Services Committee**

- To monitor street lighting across the parish
- To progress concerns raised on highways and footpaths
- To monitor provision of bus shelters
- To inspect and maintain play areas and open spaces
- To develop and maintain adult gym and exercise areas across the parish
- To pursue to increase devolved service contracts that are beneficial to the Parish
- Maximise usage of the allotments
- Maintain public seating and further develop as needs are identified
- Regular and adequate Training of Committee Members

Agenda Item No	Agenda Item
	<b>This meeting is to take place via conferencing facility with separate ratification of decisions by three councillors who are not self-isolating and can maintain government recommended social distancing</b>
20200406/01	<b>Apologies for absence</b>
20200406/02	<b>Notification of any urgent matters to be taken under item 20200416/15</b>
20200406/03	<b>Matters arising from the minutes of the last meeting on 24<sup>th</sup> February 2020</b> <ul style="list-style-type: none"> <li>• <b>1910/12 Lighting Considerations</b> Deputy Clerk to email Dave Redhead at SSE to ask whether the swan necks could have been adapted as they were part of the conservation area?</li> <li>• <b>1912/12 Highway Considerations</b> Deputy Clerk to follow up issue of flooding in Lower Road, Higher Denham with the LAT</li> <li>• <b>1912/17 Village Green Railings</b> Barnes Fencing have been instructed to replace damaged sections</li> <li>• <b>200224/09 Signage for Knighton Way Lane and Way and Tillard</b> Deputy Clerk to investigate what signs need to be ordered.</li> <li>• <b>200224/10 Pinstone Way</b> Clerk write to the Enforcement Team at SBDC to urge action on the site and the Rights of Way Team at BCC to make them aware of the worsening situation copying in County Cllr R. Reed and Joy Morrissey MP</li> <li>• <b>200224/13 – Badgers at Denham Bowls Club</b> Deputy Clerk to contact the Colne Valley Park for any possible advice or guidance.</li> <li>• <b>2002224 Dog Bins</b> Deputy Clerk to progress with sourcing posts to mount bins</li> </ul>

20200406/04	<p><b>Correspondence List</b> To note correspondence since the last meeting. Please advise the Clerk in advance of the meeting of any item you require a copy of.</p>
20200406/05	<p><b>Financial Report for Services Committee.</b> See attached</p>
20200406/06	<p><b>Tree Works Update</b></p> <ul style="list-style-type: none"> <li>Remaining Way &amp; Tillard Pollarding was scheduled for the 8 &amp; 9 April 2020, however since government guidance to stay home it has been postponed. – <b>To note</b></li> </ul>
20200406/07	<p><b>Devolved Services and Maintenance Update</b></p> <ol style="list-style-type: none"> <li><b>Devolved Services Tender</b> – Successful contractors contacted, contracts being sent out – <b>To note</b></li> <li><b>Grass Cutting</b> – Forward Trust completed their last cut in March 2020. Roots Gardens will take over once government restrictions have been lifted.- <b>To note</b></li> <li><b>Edging Out</b> – Forward Trust to complete when safe to do so – <b>To note</b></li> </ol>
20200406/08	<p><b>New Denham Allotments</b> New guidance has been issued to ensure safe use of allotments following government guidance on social distancing and hygiene.- <b>To note</b></p>
20200406/09	<p><b>Play Areas and Open Spaces</b></p> <ol style="list-style-type: none"> <li><b>Closure of Play Areas and Outdoor Gyms</b> – All play areas and outdoor gyms have been closed following government guidance and appropriate signage has been erected.- <b>To note</b></li> <li><b>Play Area Inspection Reports</b> - Councillors are required to ensure that a report on their Play Area is sent to the Deputy Clerk in advance of the meeting.</li> </ol>
20200406/10	<p><b>A412 Flooding</b></p>
20200406/11	<p><b>Denham Cricket Club</b> Lease has been sent to the Cricket Club – <b>To Note</b></p>
20200406/12	<p><b>Lighting Considerations</b> None</p>
20200406/13	<p><b>Highway Considerations</b></p> <ul style="list-style-type: none"> <li>Ashmead Lane gully clearance completed – <b>To note</b></li> </ul>
20200406/14	<p><b>Local Area Forum</b></p> <ul style="list-style-type: none"> <li>MVAS – Deputy Clerk to progress</li> <li>Benches - Locations identified in Denham Green, Deputy Clerk to source and progress</li> </ul>
20200406/15	<p><b>Any other business notified at 20200406/02 above</b></p>
20200406/16	<p><b>Date of Next Meeting</b></p>

	To confirm the next scheduled meeting as <b>Monday 4 May 2020</b> at 7.30pm in the Council Office or by Video Conferencing (to be confirmed ahead of meeting)
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**Jeremy Day – Deputy Clerk**  
1<sup>st</sup> April 2020