

Minutes of the **SERVICES COMMITTEE** meeting

Held on Monday 6<sup>th</sup> April 2020 at 7.30pm via Video Conference

**Councillors** Cllr M Heath (MH) - Chairman Cllr S Williams (SW) – Vice-Chairman  
 Cllr J Walsh (JW) # Cllr M Skelton (MS)  
 Cllr F Duffy (FD) Cllr S Sproul (SS)  
 # Cllr W Davey (WD) Cllr M E Hagon (MEH)  
**Associates** Edna Austin (EA) **Clerks** - Jagjit Brar (Clerk)  
 - Jeremy Day (Deputy Clerk)

# = Apologies Received

Minute Number	Meeting Minutes	Action
200406/01	<b>Apologies for absence</b> <ul style="list-style-type: none"> <li>See above</li> </ul>	
200406/02	<b>Notification of any urgent matters to be taken under item 200224/21</b> <ul style="list-style-type: none"> <li>None notified</li> </ul>	
200406/03	<b>Matters arising from the minutes of the last meeting on 24 February 2020</b> <p><b>1912/12 - Lighting Considerations</b></p> <ul style="list-style-type: none"> <li>A reply had been received from SSE stating the swan necks were not compatible with the LED lighting Fitted – <b>To Note</b></li> <li>An alternative supplier of swan necks has been identified. JW to share contact details with Deputy Clerk. Contact to be made</li> </ul> <p><b>1912/17 - Village Green Railings</b></p> <ul style="list-style-type: none"> <li>Repairs to be progressed</li> </ul> <p><b>200224/09 - Outdoor Gym signage</b></p> <p>Installation of signage to be progressed</p> <ul style="list-style-type: none"> <li>Liaise with MEH to determine wording for Knighton Way Lane to include outdoor gym</li> <li>Directional signage from road signposting play area at Way &amp; Tillard. Liaise with Wayne</li> </ul> <p><b>200224/10 - Pinstone Way</b></p> <ul style="list-style-type: none"> <li>The Chair has liaised with Guy Hollis to encourage a team of officers and agencies including the Police to create an effective plan for the area. It was noted enforcement can take time.</li> <li>It was suggested this is a planning matter and as such Cathy Gallagher (Head of SBDC Planning) should be involved. Letter to be sent copying in Claire Hawkes (Localism Manager), the Police and local MP</li> <li>Residents to be encouraged to write to complain as well</li> </ul>	<p><b>JW / D Clerk</b></p> <p><b>D Clerk</b></p> <p><b>D Clerk</b></p> <p><b>Clerk / D Clerk</b></p>

	<p><b>200224/13 - Badgers at Denham Bowls Club</b></p> <ul style="list-style-type: none"> <li>• Reply received from Colne Valley Park and the websites suggested as a source of guidance have been reviewed – <b>To note</b></li> </ul> <p><b>200224/11- Dog Bins</b></p> <ul style="list-style-type: none"> <li>• Supply of posts to be progressed</li> </ul>	<b>D Clerk</b>
<b>200406/04</b>	<p><b>Correspondence List</b></p> <p>Noted</p>	
<b>200406/05</b>	<p><b>Financial Report for Services Committee.</b></p> <ul style="list-style-type: none"> <li>• See attached – Noted.</li> <li>• It was noted the report was not the full report. This to be provided to Cllrs.</li> </ul>	<b>D Clerk</b>
<b>200406/06</b>	<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>	
<b>200406/07</b>	<p><b>Devolved Services and Maintenance Update</b></p> <ul style="list-style-type: none"> <li>• <b>Devolved Services Tender</b> – Contracts issued to contractors for 2020 2022 services. Clause concerning provision of services during Covid-19 included. Schedule of current Covid-19 service availability by contractor previously circulated – <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>Siding Out</b> – Forward Trust to complete when safe to do so – <b>To note</b></li> </ul>	
<b>200406/08</b>	<p><b>New Denham Allotments</b></p> <ul style="list-style-type: none"> <li>• New guidance has been issued to ensure safe use of allotments following government guidance on social distancing and hygiene. Notices placed at the site on Friday 27<sup>th</sup> March - <b>To note</b></li> </ul>	
<b>200406/09</b>	<p><b>Play Areas and Open Spaces</b></p> <p><b>1. Closure of Play Areas and Outdoor Gyms –</b></p> <ul style="list-style-type: none"> <li>• All play areas and outdoor gyms were closed on 24<sup>th</sup> March following government guidance and appropriate signage has been erected.- <b>To note</b></li> <li>• More detailed signage to be produced and positioned during week commencing 5<sup>th</sup> April to be more specific to enforcement.</li> </ul> <p><b>2. Play Area Inspection Reports</b></p> <ul style="list-style-type: none"> <li>• Councillors are required to ensure that a report on their Play Area is sent to the Deputy Clerk in advance of the meeting.</li> <li>• New report documentation to be produced and distributed to Councillors specifically looking at aesthetics and ambience of the facility and the Handyman for a more detailed inspection.</li> </ul>	<p><b>D Clerk</b></p> <p><b>D Clerk</b></p>

200224/10	<b>A412 Flooding</b> <ul style="list-style-type: none"> <li>The Clerk had chased Rod Black (BCC) and Joel Sykes (HS2) regarding signposting to drainage contractors and had not received replies from either parties involved. Chasing to continue</li> </ul>	D Clerk
200406/11	<b>Denham Cricket Club</b> <ul style="list-style-type: none"> <li>Lease has been sent to the Cricket Club – <b>To Note</b></li> </ul>	
200406/12	<b>Lighting Considerations</b> <ul style="list-style-type: none"> <li>None</li> </ul>	
200406/13	<b>Highway Considerations</b> <ul style="list-style-type: none"> <li>Ashmead Lane gulley clearance completed – <b>To note</b></li> <li>It was noted that there is mud covering the drains (2).at the Cheapside Lane end of Ashmead Lane. To be progressed with Dean.</li> </ul>	D Clerk
200406/14	<b>Local Area Forum</b> <ul style="list-style-type: none"> <li><b>MVAS</b> – to be progressed and the possibility of a free trial to be explored with supplier</li> <li><b>Benches</b> - Locations identified in Denham Green. Research into availability of suitable recycled benches. Benches to be subsequently sourced and installed.</li> </ul>	D Clerk D Clerk
200406/15	<b>Any other business notified at 20200406/02 above</b> <ul style="list-style-type: none"> <li>None</li> </ul> <b><u>Additional items raised:</u></b> <ul style="list-style-type: none"> <li><b>MH - Trees between Service Station &amp; Play Area at Denham Green</b> Item to be put back on future agenda.</li> <li><b>Plant Life – Wildflower Verges</b> Item to be put back on future agenda.</li> <li><b>Recycling Facilities</b> Council facilities have been closed during Covid-19 period resulting in instances of fly-tipping as green waste is not being collected. Letter to be sent to Adrian Leslie, Contract Officer and copy to Cabinet Member for Environment at BCC</li> <li><b>Installation of Goal Posts at Knighton Way Lane</b> Installations of nets to be progressed with Martin Baker</li> </ul>	D Clerk D Clerk D Clerk D Clerk
200406/16	<b>Date of Next Meeting</b> <ul style="list-style-type: none"> <li>To confirm the next scheduled meeting as <b>Monday 4 May 2020</b> at 7.30pm by Video Conference (subject to change)</li> </ul>	

**Jeremy Day – Deputy Clerk**

Meeting Closed at 8.28pm

Monday 6 April 2020