

Councillors:	Cllr M Heath (MH) - <i>Chairman</i>	Cllr J Walsh (JW)
	Cllr S Williams (SW) - <i>Vice-Chairman</i>	Cllr M Skelton (MS)
	Cllr K Bowen (KB)	Cllr S Sproul (SS)
	Cllr W Davey (WD)	Cllr G Hollis (GH)
	Cllr A Hans (AH)	Cllr F Duffy (FD)
	Cllr M E Hagon (MEH)	Cllr S Jefferys (SJ)
Associates:	Edna Austin (EA)	
Clerk:	Jagjit Brar	# - <i>Apologies Received</i>

Minute	Meeting Minutes	Action
20200511/ 01	Apologies for Absence None	
20200511/ 02	Notification of any urgent other business to be taken under item 20200511/14 None	
20200511/ 03	Approval of Minutes <ol style="list-style-type: none"> Parish Council 14 April 2020 Proposed by Cllr MH, seconded by Cllr SW – <u>AGREED</u> Communities Committee 21 April 2020 Proposed by Cllr SW, seconded by Cllr MEH – <u>AGREED</u> Planning Committee 28 April 2020 Proposed by Cllr SJ, seconded by Cllr KB - <u>AGREED</u> Services Committee 4 May 2020 Proposed by Cllr MH, seconded by Cllr JW – <u>AGREED</u> 	
20200511/ 04	Matters Arising from Previous Minutes 200309/19-1 - Parish Council Insurance The renewal of the insurance policy will be reviewed after the Audit to ensure all new and existing Council items, activities and outdoor gyms are included. 191209/06/3 - BALC Conference Local Council Award Scheme The Council <u>AGREED</u> Clerk to progress with this award after Audit 200309/19-2 Succession Planning Cllr AH updated that preliminary research was complete and proposed this task is delayed until lockdown restrictions are lifted. The Clerk proposed a Working Party to move the project forward. Cllr AH, Cllr MEH, Cllr SW, Cllr JW, Cllr SS and Cllr WD volunteered to meet and report back to Full Council on 8 July 2020.	Clerk Clerk & Named
20200511/ 05	Report from former County Councillor – Cllr RR None	

<p>20200511/ 06</p>	<p>Chairman's Report</p> <p>1. Waste Some household recycling centres are now opening up with the nearest at Beaconsfield. Cllr MEH confirmed they are open and Bucks ID is required.</p> <p>2. Tatling End Clerk updated that letters had been sent to Traffic Commissioner objecting to 1, Hollybush Farm Cottages. The BC Rights of Way Officer will investigate the blockage in Pinstone Way once lockdown restrictions are lifted.</p> <p>Cllr WD updated that he had spoken to the senior Enforcement Officer regarding 2, Hollybush Farm Cottages skip business, site will be visited once restrictions lifted</p> <p>3. Garage Lease <i>Cllr MH declared a personal interest</i></p> <p>Cllr SW updated that research showed that there was mention of a 'protected lease' which the EI Group are now referring to. The previous lease issued in 2012 for seven years had a rental increase from £25 to £60 per quarter (an increase of 140%). If we look to renew on this basis again the rent would increase to £144 per year which is being disputed by EI Group.</p> <p>4. Councillor Handbook Cllr MH raised that in years gone by there was a Councillor Handbook that was given to all new Councillors and was updated regularly with policies, play area and streetlights details etc.</p> <p>Cllr GH advised that there is a 'members area' of the County Council website where Councillors can access this information securely online. Cllr JW to ask Vision ICT if this is possible with DPC website.</p> <p>Cllr FD advised that there will be significant work involved if the previous version was from 2012, Cllr MH disagreed and advised it is a transfer of documents. Clerk advised that this project can be picked up in June 2020 after Audit – AGREED</p> <p>5. Youth Project Cllr JW updated that BC have put a survey out to young people, and it has gone out on the new Denham Parish Council Twitter account. Cllr JW to check closing date for survey.</p> <p>Cllr MH suggested an incentive for completion of a £10 Amazon voucher will be drawn randomly - AGREED. The aim was to have one outdoor activity funded by LEAP in the summer which is now unlikely.</p> <p>Cllr GH suggested we benchmark with other Parishes to see what they are providing for young people, Chalfont St Giles has a</p>	<p>Cllr JW</p> <p>Clerk</p> <p>Cllr JW</p> <p>Susan</p>
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	<p>program. Cllr MH advised that she attended a meeting with Cllr SW where a youth café in Amersham was shown to be very successful. Clerk to contact neighbouring Parishes</p> <p>Cllr MH – Reported now the Parish Office is now fully staffed, as Chairman she felt that it was now time to step down from the position. Please see addendum from Chairman Cllr MH.</p>	Clerk
20200511/07	<p>Report from former District Councillor – Cllr GH Cllr GH updated that he will be sitting on the Planning Committee for South Bucks Area, chaired by Cllr Trevor Egleton and all Planning and Enforcement Teams have now been transferred to Buckinghamshire Council.</p> <p>Cllr GH is personally monitoring all Planning applications and updated that any committee member can call in an application for review.</p> <p>Buckinghamshire Council have also made £13.5k available to support community groups helping with the Covid-19 response in the Community. Denham Community Support has already benefitted.</p>	
20200511/08	<p>Reports from Outside Bodies Cllr JW updated on the Denham Aerodrome proposal to go from Instrument Landing to GPS Landing as per all other UK airports. The change will not significantly affect flight envelopes for the Aerodrome and will ultimately be safer. Cllr JW proposed that she will complete the short questionnaire and there is no need for it to come to the Planning Committee – <u>AGREED</u></p> <p>Draft plans and minutes from Denham Aerodrome to be circulated with the minutes</p>	<p>Cllr JW</p> <p>Clerk</p>
20200511/09	<p>Charities Meeting Clerk to set an urgent date for the next Charities Meeting on Zoom</p>	Clerk
20200511/10	<p>Setting a date for the Annual Meeting of the Parish Council Cllr MH proposed the 18 May 2020 at 7.30pm – <u>AGREED</u> Clerk to prepare Agenda</p>	Clerk
20200511/11	<p>Correspondence List Noted</p>	
20200511/12	<p>Financial Matters and Reports</p> <ol style="list-style-type: none"> 1. Current Barclays Bank balance -NOTED 2. Savings Account statements Metrobank, Nationwide, Unity Trust - NOTED 3. Income and Expenditure Report - NOTED 4. Payments to approve <ol style="list-style-type: none"> a) Colne Valley Park CIC contribution increase by £500-<u>AGREED</u> b) Councillor Allowances vs Expenses Clerk updated that Councillor Allowances are taxable and would have to be paid through PAYE. Expenses can be claimed directly for example for telephone bills, broadband. 	

	<p>It was suggested Council agree an average amount for the year and Councillors would need to provide evidence of spend to claim the expense.</p> <p>It was suggested that benchmarking is done with other Councils and once lockdown is eased we would not need an allowance?</p> <p>Those not wishing to accept the allowance can donate it to the Village Green Trust</p> <p><u>TO NOTE</u> - Following the meeting Cllr AH, Chair of Finance researched the allowance for volunteers working 25 hours per month, which is £10 per month. Over the year that would be an £120 annually paid quarterly in arrears. To be forwarded for agreement at the next full Council Meeting</p> <p>c) Homeworking Allowance The government allowance for the team working from home during lockdown is £6 per week as the team are using their own phones, broadband and equipment - AGREED</p>	<p>Clerk</p> <p>Clerk</p>
20200511/ 13	<p>Any other business notified at 20200511/02 above None</p>	
20200511/ 14	<p>Part II Members only</p>	
20200511/ 15	<p>Date of Next Meeting To confirm the date of the next meeting is on Monday 8 June 2020 starting at 7.30pm with a Public Session.</p>	

Meeting Closed at 9.15pm
Jagjit Brar – Clerk
11 May 2020

Appendix 1

Chairman's Sub Report 11 May 2020

Now we have finally got a Deputy Clerk in place, I feel that our backlog of issues is gradually coming under control and hopefully all outstanding matters will be addressed in the next couple of months.

This being the case, I would like to mention at this stage that I will not be seeking nominations for Chairman of Council, but it is my intention to continue on Council.

There are a number of projects that I started but due to a lack of office staff I have not been able to personally progress, but there are some I would like to continue to manage and see through to fruition, so I hope I can count on your support for that?

These projects are: -

Firstly, the Scout Hut: This is waiting for vehicle access to be regularised (the scouts used to drive up here) by the Buckinghamshire Council and if granted we can re-look at the refurbishment or partial re-build costs. Note, part of the building is brick with an added on wooden hall.

Secondly, Martin Baker: Up to the end of last year, we had got as far as MB agreeing that they would be happy to provide the field for football if we agreed to manage it. Work starting on getting the ground prepared for football and drafting a lease. We also met with the manager of Denham United Football Club who wanted to play there. I asked Cllr Duffy to run with this at the beginning of the year and I'm pleased to say that it is progressing well and MB have now applied for planning to provide us with the changing facilities needed up to FA standards. I am however disappointed that we haven't got the community space we wanted on this site.

This brings me to the Kickstart Meetings which I have tried to get underway a couple of times but have not had the staff to progress it. I've always felt this meeting should be on our annual calendar in October, pre-budgeting, with its Aims & Objectives being our agreed priorities for the year ahead that could be supported in our budget. I will ask the clerk to attach a copy of the meeting I held in June last year to remind everyone of those aims. Some we have achieved, some are work in progress, and some still need to be on our agendas. I would like your agreement to progress that meeting and hold one in October this year.

Now we are finally fully staffed, we have a great opportunity to progress those items that we had to put aside due to other priorities, and I look forward to continuing to play a part in that.

Thank you for all your support during my many years of being Chairman.

Cllr Marilyn Heath