

Minutes of the SERVICES COMMITTEE meeting
Held on Monday 7 December 2020 at 7.30pm via Zoom Video Conference

Councillors	Cllr M Heath (MH) - Chairman	Cllr S Williams (SW)– Vice-Chairman
	Cllr J Walsh (JW)	Cllr M Skelton (MS)
	Cllr W Davey (WD)	Cllr S Sproul (SS)
	Cllr E Austin (EA)	Cllr M E Hagon (MEH)
Attending	Cllr S Bhinder-Dhonis (SBD)	Deputy Clerk – Jeremy Day (DC)
	SL – Administrator (part)	# = Apologies Received

Minute Number	Meeting Minute	Action
20201207		
01	Acceptance of apologies for absence No apologies were received	
02	Public Session No members of the public were present	
03	Notification of URGENT matters arising agreed to be taken under AOB Resurfacing – Willowbank – Cllr MEH	
04	Deputy Clerks Report - The Deputy Clerk's report as presented was accepted - It was noted that the service review with Roots had been delayed by a couple of months due to workload and DC would organise for December and make notes of the review meeting available to the committee.	
05	Woodland Trees – Denham Green Screening Saplings have arrived and as previously agreed these will be planted at the allotment site on a temporary basis until spring when an opportunity may arise to have a planting ceremony beside the Play Area site at Denham Green.	DC
06	Village Railings Three quotes have now been received for full replacement. DC to source pictures / samples of sustainable options. DC to arrange to review with Cllr MH whether full replacement is possible or whether partial repair can be carried out.	DC DC
07	Plaques for new Benches It was Agreed to change the wording to 'Denham Parish Council' for the benches at Denham Green Open Space and Tatling End play area and 'Denham Parish Council with Funding from the Co-op' for the bench outside Landmark Place at Denham Green and to accept the quote from Earth Anchors. Proposed by Cllr MH, seconded by Cllr MEH and all <u>Agreed</u> . DC to progress	DC
08	Boundary Gates Options were looked and it was agreed the 3 bar with a cross bar was the preferred option. Locations were reviewed and DC to confirm these with the right Width / Height. DC to check the amount of side bar that need to be sunk into the ground to ensure the right gates are chosen. Glasdon are a specialist supplier in the area of Boundary / Village gates. Costings – 2 x 960mm Wide by 2300mm High - 183/0013 (for New Denham) = £1,191.28 ex VAT 2 x 1500mm Wide by 2300mm High – 183/0027 (for Higher Denham) = £1,473.76. <u>Total £2,265.04.</u>	DC DC
09	Cricketfield Bungalow – Dehumidifier	DC

	It was <u>Agreed</u> that the tenants should be advised that the running costs (power) of the dehumidifier would be their liability. DC to do this via the managing agent • It was proposed by Cllr MH, seconded by Cllr SW and <u>Agreed</u> to purchase a Challenger 10L dehumidifier at £119.99 inc VAT from Argos. • It was Agreed that a quote should be obtained for a new bedroom window at the property. DC to progress.	DC DC
10	Recent TfB site visit • It was noted that the planned TfB / DPC quarterly meeting due in October was cancelled at very short notice by representatives of TfB. It was also noted that Cllr JW & DC had met with representatives from TfB on Monday 16 November at three sites (Capswood, A40 / A412 road break to Service Road, A40 outside Esso service station). Following this DC compiled a comprehensive report with locations and pictures to identify the issues but also to demonstrate the lack of joined up thinking between relevant service provided at TfB / BC. Also included was the eroded verge at the top of Cheapside Lane with the A40. This report was sent to councillors to note. With this report available, Cllr JW is seeking a Meeting with Louise McCann (Contract Director, TfB) to escalate our concerns about these matters and the restorative work required.	JW
11	Highways Capital Projects DC reported that the following Capital Projects had been identified to Cllr Hollis: • Willowbank Resurfacing – S106 funding • A4020 sunken road (Dip) near McDonalds – S106 funding • Widening of Newtown Road allowing both right and left turning – S106 funding • Major flood at end of Old Mill Road and A40 – Denham Village • A412 Flooding carriageway and lay-by – Iver to Denham roundabout • TRO for no U Turn at Cheapside Lane • TRO for Armco barriers at verge outside Esso Service Station • TRO for Armco barriers at A412 / A40 road break for service road It was note that the TRO's can be funded by Community Board funding but there will be a matching element by DPC	
12	Denham Litter Campaign • DC advised that on ordering from Keep Britain Tidy we were able to obtain 10 of the Reflective 'we're watching you' A3 posters and 50 A3 Correx posters for a reduced cost of £550.00 ex VAT. This is an additional 10 posters. Delivery is due in 7-14 days. DC & Cllr SBD to work with local councillors for placement at 'hotspots' • DC advise that he had not had a response to the E-mail he had sent to Waste Management to start to identify new rubbish bin opportunities and he would escalate a level to higher to get a response • DC advised that he had not received a response from the Waste Team in regards of the domestic waste situation at the public rubbish been outside the Carpet Shop on Oxford Road, New Denham despite supplying the addresses of the flats there for a postcode / Council Tax records check. DC to chase • It was noted that litter management generally as a devolved service was the responsibility of the Services Committee and that community litter picks were the responsibility of the Communities and Events committee	DC / SBD DC DC
13	Streetlights Audit • It was noted that an audit of our streetlights had not been carried out for a number of years and it was Agreed that this should now be carried out DC to contact SSE to see about this being carried out on DPC's behalf	DC
14	Trees on Cheapside Lane	

	DC has chased WF from TfB concerning these trees and also as advised logged again in FixMyStreet. DC to continue to chase.	
15	Damaged Gate at Way & Tillard Driveway - It was noted that some damage to the gates had occurred caused by the construction traffic. The Clerk has been in touch with Contractors at the School and the matter is being looked into. - DC to obtain quotes for the re-surfacing of the bottom end of the driveway beyond the construction site entrance as this has considerable potholes.	DC
16	Verge at Cheapside Lane - It was noted that the resident of the property on the corner Cheapside Lane and Village Road opposite the Memorial has undertaken personally to clear the brambles and old shrubs from this verge and to re-turf the stretch along that property. DC has been liaising with the resident as work progresses and has pointed out responsibility for trees end as far the Parish Council are concerned - It was agreed that the resident's request for low bollards and a chain to prevent a few vehicles turning round in that area should not be accepted but suggested the resident provided some grass matting be used to allow for maintenance vehicles to the property to pass over the grass verge area there.	DC DC
17	Higher Denham Footpath It was noted that this well used footpath needed siding out and scalping and some shingling on the path. Provision of lighting along the path was discussed and the effect of light pollution and effect on wildlife was highlighted. Cllr EA to look into lighting options including low level lighting, lighting at various points and delay light as options and to report back to the Services Committee.	DC EA
18	Allotment Update - The report produced by SL was noted and the Committee thanked her for it's production - It was proposed by Cllr MH & Seconded by Cllr MS and <u>Agreed</u> to take option 2 with the bend appearance at £299 including fixings. - It was proposed by MH and seconded by SS and <u>Agreed</u> to purchase IBC Units at a cost of £860.	SL SL
19	Correspondence Report for Services Noted	
20	Finance Reports It was noted due to an error by DC that the budget report had not been circulated to the chair until late. The chair would review and circulate any questions for the DC to answer.	MH/DC
21	HS2 Update - It was noted that tunnelling had commenced through the Chilterns - Cllr SW reported that she was in contact with HS2 contacts concerning the unacceptable levels of Mud on the A412	
22	Willowbank Resurfacing Cllr MEH reported that there had a meeting of residents from Willowbank who again expressed strong views and disappointment that the work, despite, being near the top of the Capital Projects list was further delayed. Clerk to support in progressing the matter at the highest level at TfB.	Clerk
23	Date of Next SERVICES meeting – Monday 11 January 2021 at 7.30pm via Zoom	