

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 4 October 2021 at 7.30pm at St Marks Church Hall, Green Tiles Lane, Denham Green, Bucks UB9 5HT

Councillors:	Cllr S Williams (SW) - Chairman	# Cllr S Jefferys (SJ) – Vice Chairman
	Cllr J Walsh (JW)	Cllr S Sproul (SS)
	Cllr W Davey (WD)	Cllr M E Hagon (MEH)
	Cllr E Austin (EA)	Cllr M Heath (MH) Observing
	S Luckhurst (SL) - (Administrator)	J Clements (JC) DAUA
		C Needs – (Deputy Clerk)

Minute No	Agenda Item	Action
211004/01	Welcome & Acceptance of Apologies for Absence – Apologies given by Cllr SJ.	
211004/02	Declaration of Interests – There were no declarations of interest.	
211004/03	Minutes of last meeting – 6 September 2021 – The minutes of the last meeting were approved.	
211004/04	Review aims and objectives – - Cllr MH stated that it wasn't necessary to have 'delegate to the Deputy Clerk the management of the handyman's work programme' as this had been approved previously. - Cllr SW confirmed that this can be removed from the aims and objectives list.	Deputy Clerk
211004/05	Allotments – - JC of the DAUA gave an update of the DPC allotments and a detailed report was provided in writing by SL. JC said that the allotment prize was given to Lee Cooling for plot 38 and he will hold the trophy for the next 12 months and that 4 highly commended certificates were handed out to plots 12,62,80 & 15. JC went on to say that there were currently 9 plots in need of clearing and that they have a waiting list of around 58 people wanting plots, however people are reluctant to take on a plot that needs clearing. SL asked if DPC could fund the clearing of the plots and a quote from Blue Sky had been obtained to do this work for £2,100.00. For DPC handyman to do it would cost approximately £2,300.00 as he would be doing this on his own and would therefore cost more to complete. - Cllr MEH said that the New Denham Community Association had given grants in the past and said that bids for new grants were due soon. - JC reiterated that DAUA were looking to raise funds by organising events. Because of the pandemic fund-raising events have been put on hold. However, JC said that funding had been received to go towards the cost of fixing the roof of the blue unit and the raised beds for the elderly. SL said that the grant received from DPC for the water pumps has enable DAUA to fix the pumps and that there are 4 members who are familiar with how the pumps work and are in the process of collecting more spare parts. - Cllr MH said that money for plot clearance could come from pump repairs budget.	Administrator

	- All Cllrs agreed that the plot clearance needed to be done and it was agreed that this work be carried out by Blue Sky at £2,100.00 and funded by DPC – APPROVED - JC said that a 5MPH sign also needed to be purchased to remind people of the speed limit on the site and that this could be supplied and fitted at a cost of £150.00. All Cllrs agreed that this needed to be done and again funded by DPC – APPROVED - Both JC and SL asked if retarmacking of the allotment drive could be done as the surface was in disrepair and had been patched previously. It was agreed that SL would seek quotes to get this work done but would also approach Summerlees in respect of repair work. SL to seek quotes and approach Summerlees. - SL also stated that she had been in contact with M Skelton in respect of her involvement with the allotments and confirmed that she will still be in a position to help when necessary.	
211004/06	Link Way hedges update – - The Deputy Clerk provided an update on the contact with Bosch and said that the work that needed doing along Link Way will be carried out in due course, however no timescale had been provided by the facilities manager at Bosch despite e-mails, a visit and telephone call. - Cllr WD said that we should write a formal letter to the facilities managers manager to express DPC disappointment at this work not being carried out. - Cllr MH said that we should use a formal letter template provide by TFB. - Cllr EA said that we should get a timescale for the work to be done. - Cllr SW said that we should allow a further month for this work to be completed, if not make further contact with Bosch in the form of a formal letter. Deputy Clerk to monitor accordingly.	Deputy Clerk
211004/07	Denham Village Green works for approval – Village Green benches – restorer and preservative quote £139.00 – A B Chemicals – a brief discussion ensued, and it was agreed to order the products from A B Chemicals at a cost of £139.00 with D Wardley to carry out the work - APPROVED	Deputy Clerk
211004/08	Councillor communication with office/contractors – Cllr SW reminded all Cllrs that contact should not be made directly with Dean Wardley the handyman. If there are any issues that need addressing by the handyman, then contact should be made with the office in the first instance to discuss with the Deputy Clerk.	
211004/09	Works by Blue Sky update Deputy Clerk– - The Deputy Clerk was able to supply quotes for all jobs listed from Blue Sky and had distributed these in separate e-mail on 01/10/21. - Parish kerbside weed-spraying quote was agreed to include the removal of dead weeds once the weedkiller had taken effect. Cllr EA asked if signs could be put a few days before to alert the public that weed spraying was taking place so that vehicles	

	could be moved. The Deputy Clerk to enquire if this is possible. Total cost of work to be done £4,529.36 – APPROVED - The wildflower verge in Denham Green needed to be cut down and prepared for further dwarf mix of seed for next spring/summer. Cost to remove by Blue Sky is £250.00 – APPROVED - The siding out of the path along Old Mill Road needed doing as residents had complained that the path was getting narrower to walk along. Cost of siding out by Blue Sky £393.00 – APPROVED - Flailing of hedges along Tilehouse Lane and at the Way & Tillard recreation ground next to the bowls club car park needed doing. Cost of both hedgerows to be flailed from Blue Sky £750.00 – APPROVED - Deputy Clerk to arrange for Blue Sky to carry out all approved tasks.	Deputy Clerk
211004/10	Hedge flailing – Ryan Ashby The Deputy Clerk provided an update and said that he had contacted Ryan Ashby a few weeks ago as to when the flailing for DPC would be carried out, Ryan Ashby said that there had been delays to the harvest due to poor weather however it was hoped that the flailing would start sometime in October. The Deputy Clerk said that he had asked Ryan Ashby to visit the Parish Office to discuss the work plan for parish flailing which he agreed to do. Cllr SW asked the Deputy Clerk to chase up Ryan Ashby for an update.	Deputy Clerk
211004/11	Way and Tillard ASB update – - The Deputy Clerk said that PC Dobbin had advised that more patrols were taking place after the spate of ASB in the Way & Tillard and that he had recommended that if it was possible CCTV was installed, more signage added re litter and consideration that the teen shelter be removed. - Cllr SW said that if the teen shelter was removed the ASB problem would then become an issue on the benches near resident's properties. - Cllr JW said that we should contact the new PCSO Daniel Ryder for his views on how to control ASB issues. - Deputy Clerk to contact PC Daniel Ryder and set up a meeting to discuss ongoing ASB issues at the Way & Tillard.	Deputy Clerk
211004/12	Highways Update – - Cllr SW provided an update on a new initiative provided by Bucks CC in respect of a mobile CCTV unit that can be placed in parts of the county to monitor and log HGV vehicle movements and that an application can be made to have this in Denham Parish. - It was agreed that the first location this should be utilised was in Denham Green near the wildflower verge at the Moorfield Road junction with the North Orbital Road - Cllr SW and the Deputy Clerk to complete the application form as necessary.	Cllr SW/Deputy Clerk
211004/13	Willowbank verge – The Deputy Clerk said that he had met Matthew from Roots at the Willowbank verge to get ideas on how to best tidy up the verge	

	after it had been rotovated. Two quotes were obtained a with an additional quote for wooden bollards to be installed. • Cllr MEH said that it needs doing as it is part of the devolved service and wanted her thanks to both Cllr SW and the Deputy Clerk for their input in respect of the verge maintenance to be added to the minutes. • Cllr JW said that this was going to be further cost to the parish council on top of the rotovating work that took place in June 2021 and was there going to be further cost if the area was re-turfed and then needed to be cut by Roots, Cllr SW said that it would just be included in their normal cutting of the verges in Willowbank. • Cllr SW said that the membrane and gravel bed would suppress weeds better, Cllr EA said that re-turfing would be better for the environment. • It was then agreed by all Cllrs that option 1 of returfing should be carried out and adding in the wooden bollards as the extra option to deter people from parking on the verge at a total cost of £1,681.76 – APPROVED • Deputy Clerk to contact Roots and arrange for work to be done.	Deputy Clerk
211004/14	Martin Baker – • The Deputy Clerk stated the R O'Connor (Consultant) had recommended that Turfcare Maintenance Ltd should be the contractor to carry out the annual grass cutting and line marking of the football pitch at the MB site and that their quote was considerably less than Turftonics. Also there had not been written quote from Groundtel just an indication of the potential annual cost. It was unanimously agreed that Turfcare Maintenance Ltd carry out this work for £5,920.00 - APPROVED • Cllr SW confirmed that both Cllr MH and Cllr JW had signed the lease with Martin Baker	Deputy Clerk/Consultant
211004/15	Woodland Trees – Cllr SW • Cllr SW said that she was liaising with D Wardley in respect of the rearranging the woodland trees in Denham Green. Cllr JW said that it might be worth obtaining further trees rather than rearrange as they were still saplings. Cllr SW said that she would investigate the possibility of acquiring further trees to plant in the plot.	Cllr SW
211004/16	Completed Actions ✓ MVAS pole and re-siting of MVAS on Cheapside Lane ✓ Tatling End play area fence installed ✓ HRH Prince Philip oak tree planted, and plaque installed – photoshoot to be arranged in the spring of 2022 when tree is in leaf again. ✓ G Newell bench installed on village green – arrange cutting of ribbon ceremony on a weekend to involve Newell family. ✓ Trees cut back on exit from Link Way onto Moorfield Road ✓ Bus stop light replaced by Bucks CC via Zeta Lighting	
211004/17	Financial Report – To Note	
211004/18	Items in Progress: To Note - <u>20201102/07</u> – (Nov) – Old Noticeboards Refurbishment - Ongoing	

	- <u>20210406/08</u> – (Apr) – Outdoor Gym Higher Denham - Ongoing - <u>20210111/13</u> – (Jan) – TRO - Yellow Lines on Old Mill Road - <u>20210406/10</u> - (Apr) – A412 Flooding - Cllr SW - <u>20210406/11</u> - (Apr) – Streetlight Audit – In progress - <u>20210906/03</u> – (Sept) – Education on plant life newsletter/website – In progress - <u>20210906/06</u> – (Sept) – Artemis tree work village green – In progress (25/11/21) - <u>20210906/06</u> – (Sept) – ‘Matilda’ village green bench donation – In progress - <u>20210906/06</u> – (Sept) – Christmas lights removal from dead tree on village green – In progress - <u>20210906/07</u> – (Sept) – Turkey Oak plaque – In progress - <u>20210906/07</u> – (Sept) – Turkey Oak tree donation by CPRE to be added to DPC website – In progress - <u>20210906/08</u> – (Sept) – Cricket field bungalow gate replacement – In progress - <u>20210906/09</u> – (Sept) – St Mary’s church war memorial cleaning – In progress - <u>20210906/10</u> – (Sept) – Boundary gates and maintenance – In progress	
211004/19	Agenda Items for next meeting – • Queens jubilee tree planting	
211004/20	Date of Next Meeting To confirm the date of the next meeting Monday 1 November 2021 at 7.30pm	

Colin Needs – Deputy Clerk
 5 October 2021