

Minutes of the MEETING OF THE PARISH COUNCIL on Monday 11 July 2022 at 7.30pm at the Denham Grove Hotel, Tilehouse Lane, Denham, UB9 5DG

Councillors:	Cllr S Williams (SW) - Chairman	Cllr S Jefferys (SJ) – Vice Chairman
	Cllr J Walsh (JW)	Cllr A Head (AWH)
	Cllr A Hans (AH)	Cllr S Sproul (SS)
	Cllr M Heath (MH)	# Cllr M Skelton (MS)
	## Cllr G Hollis (GH)	Cllr E Austin (EA)
	Cllr ME Hagon (MEH)	Cllr W Davey (WD)
	# Cllr P Bass (PB) – Unitary	Mrs. Jagjit Brar (Clerk)
Guests	Babs Keen – (member of public)	Martin Goonesekera – (member of public)

Agenda No	Agenda Item	Action
20220711/01	Welcome and Apologies for Absence See above	
20220711/02	Declaration of Interests – Cllr AH declared an interest in the Colne Valley Park as their treasurer	
20220711/03	Public Session – Cllr SW welcomed guests Babs Keen and Martin Goonesekera	
20220711/04	Approval of Minutes & Committee Feedback Parish Council – 13 June 2022 Proposed by Cllr SJ, seconded by Cllr MEH – ALL AGREED ACTION - Clerk to review amendments submitted by Cllr MH through the Chair Cllr SJ, particularly reference to insurance at the bungalow. Communities Committee – 21 June 2022 Proposed by Cllr MEH, seconded by Cllr WD – ALL AGREED Policy & Procedures Committee – 28 June 2022 Proposed by Cllr MEH, seconded by Cllr JW – ALL AGREED - Cllr WD advised there are actions to bring to the next Full Council. - Clerk clarified that Terms of Reference for Committees to include expenditure approval of up to £5k as per our Financial Regulations. Services Committee – 4 July 2022 Proposed by Cllr MH, seconded by Cllr WD – ALL AGREED - Cllr MH enquired about ownership of Denham Green Play Area, Clerk advised that ownership was gifted in 1993 from L&Q. - Cllr MH requested an addition to item 220704/9....<i>We can then use this to chase Bucks to carry out the works and get quotes for ours</i> - Cllr JW advised that September would be too late for allotment judging, Cllr SW advised a visit is being arranged imminently. Planning Committee – 5 July 2022 Proposed by Cllr AWH, seconded by Cllr SW – ALL AGREED - Cllr AH raised minutes are becoming a verbatim record should be a record of decisions and actions. ACTION - Clerk/D.Clerk to review.	Clerk Clerk Clerk D.Clerk

Page 2 of 4

	- It was AGREED to continue with the tenancy agreement as proposed by the Agents, ACTION – Clerk to advise Agents of decision. ACTION – Clerk to update insurance cover	Clerk Clerk								
20220711/ 10	Scout Hut - Offer from Bucks to acquire free Covid testing trailer units from the NHS. - Cllr AWH advised that there are obvious shortcomings with the units on offer however we will show willing by looking at the units in High Wycombe									
20220711/ 11	Village Green Garage - A quote was presented to carry out the works to the Village Green garage to the standard required of the Conservation area was proposed. - Cllr AWH and Cllr JW advised it was difficult to get quotes from contractors suitably experienced in working in a Conservation Area and there are no comparative quotes to make a decision ACTION - Cllr MH to investigate suitable contractors, ACTION - Specification/list of contractors contacted by Cllr JW and Cllr AWH to be sent to Cllr MH to avoid duplication ACTION – Cllr AWH to renew efforts to find suitable contractors	MH Clerk AWH								
20220711/ 12	Communities Committee July 2022 – Cllr Marilyn Hagon <u>Community Litter Pick</u> – 24 September 2022 – Cancelled <u>Village Green Flag</u> - Cllr MEH requested suggestions for designs for a new flag, a schools competition was discussed along with hands representing the five areas ACTION – Cllr MEH to write article for In & Around	MEH								
20220711/ 13	Financial Matters and Reports Budget Report - ALL AGREED Bank Statement - AGREED BT Phone Contract Renewal - Additional call only sim card for volunteer mobile added and new office handsets upgrade to include back up sims if internet failure Proposal: Current contract expired, <i>new 3-year agreement at the same quarterly rate of £325 +VAT with a £440 credit - ALL AGREED</i> Proposals from Communities Committee: - Any expenditure with a variance of more than 10% of agreed quotation must come back to Full Council for approval – ALL AGREED - Any increase in staff time or overtime is approved by both Chair and Vice Chair of Council, in their absence Chair of Finance – ALL AGREED Payments Report for July 2022 totalling £ 18,621.54 (attached) including benches from ESE for Martin Baker Sports Ground at £6,470 and two further payments for the entertainer at the tea dance for £150 and Cllr SW expenses – ALL AGREED <table><tr><th colspan="2">Payments over £500 (inc VAT) July 2022 – To Note</th></tr><tr><td>D. Wardley – Handyman Services</td><td>£1,111.80</td></tr><tr><td>Turfcare – Pitch Marking and Cut at Martin Baker</td><td>£592</td></tr><tr><td>Forward Trust – Wildflower Verge</td><td>£690</td></tr></table>	Payments over £500 (inc VAT) July 2022 – To Note		D. Wardley – Handyman Services	£1,111.80	Turfcare – Pitch Marking and Cut at Martin Baker	£592	Forward Trust – Wildflower Verge	£690	Clerk
Payments over £500 (inc VAT) July 2022 – To Note										
D. Wardley – Handyman Services	£1,111.80									
Turfcare – Pitch Marking and Cut at Martin Baker	£592									
Forward Trust – Wildflower Verge	£690									

	<table><tr><td>HW Controls – Internal Audit</td><td>£754.51</td></tr><tr><td>ESE – Martin Baker Benches</td><td>£6,470</td></tr><tr><td>P. Newell – Play Areas,hedge maintenance and turf (May & June)</td><td>£2,068</td></tr><tr><td>SparkX – Remedial Lighting</td><td>£3,272.80</td></tr><tr><td>EDGE Finance Software</td><td>£906.36</td></tr></table>	HW Controls – Internal Audit	£754.51	ESE – Martin Baker Benches	£6,470	P. Newell – Play Areas,hedge maintenance and turf (May & June)	£2,068	SparkX – Remedial Lighting	£3,272.80	EDGE Finance Software	£906.36	
HW Controls – Internal Audit	£754.51											
ESE – Martin Baker Benches	£6,470											
P. Newell – Play Areas,hedge maintenance and turf (May & June)	£2,068											
SparkX – Remedial Lighting	£3,272.80											
EDGE Finance Software	£906.36											
20220711/ 14	Articles for In & Around See item 20220711/12											
20220711/ 15	Correspondence List All correspondence is available in SharePoint.											
20220711/ 16	Part II – Members Only – Not required											
20220711/ 17	Date of Next Meeting Monday 15 September 2022 at 7.30pm at Denham Village School, Cheapside Lane - Clerk advised an Extraordinary Meeting will be required in August to sign off the Parish Council submission to the Wider Call for sites from Bucks											

Upcoming Meetings and Events:

Time	Day	Date	Meeting
7.30pm	Tuesday	19 July 2022	Communities Committee - CANCELLED
7.00pm	Tuesday	2 August 2022	Planning Committee
7.00pm	Tuesday	1 September 2022	Policy & Procedures Committee
7.30pm	Monday	5 September 2022	Services Committee
7.00pm	Tuesday	6 September 2022	Planning Committee
7.30pm	Monday	15 September 2022	FULL COUNCIL

Signed: Mrs. Jagjit Brar – Clerk & RFO

Date: 11 July 2022