

You are SUMMONED to attend the MEETING OF THE PARISH COUNCIL on Monday 22 May 2023 at 7:30pm at the Denham Bowls Club, Denham Way, Denham, UB9 5AX

The Press and Public are entitled to attend the meeting, please email clerk@denhambucks-pc.gov.uk if you wish to address the Council in the Public Session. However, the Council may pass a resolution excluding them at any time or at any stage of the proceedings on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and the nature of the interest.

Meeting Etiquette:

- Grammatical correction of minutes to be sent to the Clerk ahead of the Full Council Meeting
- Agenda items to be sent to the Clerk a week ahead of the Full Council Meeting accompanied by background information.
- Members raise their hands to speak and wait until Chair calls them to speak.
- Members to observe the Code of Conduct and Communication Charter in being polite and respectful.
- Principles of public life – **Selflessness** – act solely in the interests of the Denham residents putting an individual member's opinion aside, **integrity, objectivity, accountability, openness, honesty, leadership**

Agenda No	Agenda Item
20230522/01	Welcome and Apologies
20230522/02	Election of Chairman
20230522/03	Election of Vice-Chairman
20230522/04	Signing Acceptance of Office
20230522/05	Declaration of Interests
20230522/06	Approval of Minutes – • Minutes of Parish Council Meeting 12 April 2023 • Minutes of Services Meeting 2 May 2023 • Minutes of Communities 18 April 2023 • Minutes of Planning Meeting 3 May 2023 • Minutes of Planning Meeting 4 April 2023 • Minutes of Finance Meeting 2 May 2023
20230522/07	Report from Unitary Councillors
20230522/08	Report from Outside Bodies
20230522/09	Chairman's Report
20230522/10	Election to Committees and their Terms of Reference To note – Councillor attendance at meetings 2022/23 and requests • Election of Chairman to the Services Committee • Election of Chairman to the Communities Committee • Election of Chairman to the Planning Committee • Election of Chairman to the Finance Committee • Election of Chairman to the Policy and Procedures Committee

20230522/ 11	Election to Outside Bodies a) Denham Aerodrome Consultative Committee b) Denham Bowls Club c) Denham Cricket Club d) Denham Village Hall management Committee e) Denham Village School Governors f) New Denham Minerals Liaison Committee g) South Bucks Association of Local Councils h) Denham United Ladies Football Club i) Denham Allotment User Group j) HS2 Liaison Group k) London Greenbelt
20230522/ 12	Review of Insurance • Policy does not expire until September 2023, to be discussed at the next Finance meeting.
20230522/ 13	Review of Asset Register
20230522/ 14	Annual Review of DPC Policies a) DPC Standing Orders (based on NALC) Reviewed and amended. b) DPC Financial Regulations c) DPC Code of Conduct 2023 d) DPC Equality, Diversity, and Inclusions 2023/24 e) DPC Constitution f) DPC Associate Member Policy g) DPC Whistleblowing Policy h) DPC Recruitment and Selection Policy i) DPC Health and Safety Policy j) DPC Safeguarding Policy k) DPC GDPR and Fol Policy l) DPC Website Policy m) DPC Fundraising Policy n) DPC Councillor Tablet Policy o) DPC Bullying and Harassment Policy p) DPC Terms of Reference for Committees q) DPC Employee Code of Conduct r) DPC Lone Worker Policy s) DPC Disciplinary Policy t) DPC Staff Absence Procedures u) DPC Hybrid/Home Working Policy Policies d, o, q, r and u were reviewed in March 2023 Policies a, p and t were reviewed in September 2022 Policy s was reviewed in November 2022 All the rest were reviewed on 9 May 2022 and will go to Policy and Procedures committee at a later date. The following policies require discussion tonight to be agreed. • DPC Financial Regulations • DPC Code of Conduct • DPC Constitution • DPC Associate Member Policy
20230522/ 15	Internal Audit

20230522/ 16	Tilehouse Lane MVAS – To Note. NAL Socket been installed 16 May 2023																								
20230522/ 17	Martinsfield Update – Nothing to report.																								
20230522/ 18	Project Phoenix – Nothing to report.																								
20230522/ 19	Scout Hut - Nothing to report.																								
20230522/ 20	Cricket Field Bungalow Replacement driveway cost quotation																								
20230522/ 21	Denham Village Garage - To Note Work has commenced on the re-tiling of the roof.																								
20230522/ 22	Financial Matters and Reports Flagstone Update Financial Comparison Report (attached) Payments Report for May 2023 totalling £38,653.01 (attached) <table border="1" data-bbox="351 851 1345 1270"> <thead> <tr> <th colspan="2">Payments over £500 (inc VAT) May 2023 – To Note</th></tr> </thead> <tbody> <tr> <td>D Wardley (Paid)</td><td>£677.81</td></tr> <tr> <td>Dr Tech New Councillor Tablets</td><td>£1,231.20</td></tr> <tr> <td>Turfcare MB Grass and Marking</td><td>£627.50</td></tr> <tr> <td>BALC Annual Subscription</td><td>£1,274.50</td></tr> <tr> <td>Roots 2nd Cut</td><td>£5,734.51</td></tr> <tr> <td>Drayton Fencing Supply and Fit Fence</td><td>£3,294.00</td></tr> <tr> <td>SparkX Remedial Work as per quotation</td><td>£18,172.88</td></tr> <tr> <td>Phillip Newell Grass Cutting April</td><td>£784.00</td></tr> <tr> <td>Higher Denham (PAID) Coronation Grant</td><td>£1,000.00</td></tr> <tr> <td>Willowbank (PAID) Coronation Grant</td><td>£500.00</td></tr> <tr> <td>Denham Way (PAID) Coronation Grant</td><td>£500.00</td></tr> </tbody> </table>	Payments over £500 (inc VAT) May 2023 – To Note		D Wardley (Paid)	£677.81	Dr Tech New Councillor Tablets	£1,231.20	Turfcare MB Grass and Marking	£627.50	BALC Annual Subscription	£1,274.50	Roots 2 nd Cut	£5,734.51	Drayton Fencing Supply and Fit Fence	£3,294.00	SparkX Remedial Work as per quotation	£18,172.88	Phillip Newell Grass Cutting April	£784.00	Higher Denham (PAID) Coronation Grant	£1,000.00	Willowbank (PAID) Coronation Grant	£500.00	Denham Way (PAID) Coronation Grant	£500.00
Payments over £500 (inc VAT) May 2023 – To Note																									
D Wardley (Paid)	£677.81																								
Dr Tech New Councillor Tablets	£1,231.20																								
Turfcare MB Grass and Marking	£627.50																								
BALC Annual Subscription	£1,274.50																								
Roots 2 nd Cut	£5,734.51																								
Drayton Fencing Supply and Fit Fence	£3,294.00																								
SparkX Remedial Work as per quotation	£18,172.88																								
Phillip Newell Grass Cutting April	£784.00																								
Higher Denham (PAID) Coronation Grant	£1,000.00																								
Willowbank (PAID) Coronation Grant	£500.00																								
Denham Way (PAID) Coronation Grant	£500.00																								
20230522/ 23	Correspondence List – see attached. All correspondence is available in SharePoint.																								
20230522/ 24	Part II – Members Only																								
20230522/ 25	Date of Next Meeting 12 June 2023 at 7.30pm, at Denham Bowls Club, Denham Way, Denham, UB9 5AX																								

Signed: Derek Wilson – Executive Clerk and RFO

Date: 17 May 2023

Upcoming Meetings and Events:

Time	Day	Date	Meeting
6.00pm	Thursday	25 May 2023	Annual Meeting of the Parish Council
7.30pm	Monday	5 June 2023	Services Committee
7.00pm	Tuesday	6 June 2023	Planning Committee
7.30pm	Wednesday	7 June 2023	Policy and Procedures Committee
7.30pm	Wednesday	12 June 2023	FULL COUNCIL
11.00am	Friday	16 June 2023	Finance Committee
7.30pm	Tuesday	20 June 2023	Communities Committee