

You are hereby summoned to attend the **MEETING OF THE SERVICES COMMITTEE** on Monday 6 November 2023 at 7.30pm at the Parish Council Office, Village Road, Denham UB9 5BN.

Aims and Objectives of the Services Committee

- To progress concerns raised about BC highways and footpaths
- To monitor and extend parish services and their cost-effective provision across the Parish
- To monitor provision and maintenance of bus shelters, street lighting and public seating
- To monitor, provide and maintain Open Spaces, Play, Gym and exercise areas
- To monitor grass cutting, weed spraying, hedge flailing and siding out
- To pursue devolved service contracts that are beneficial to the Parish
- To oversee allotments committee and maximize usage of the allotments

Agenda No	Agenda Public recording of meeting to be agreed
20231106/01	Welcome & Acceptance of Apologies for Absence
20231106/02	Declaration of Interests
20231106/03	Public Session
20231106/04	Minutes of last meeting – 2 October 2023
20231106/05	Highways Update • 20210406/10 – A412 Footpath Flooding / HS2 Update: DC emailed Toni/Rod – update added to report. Air pollution – A412 Oxford Rd, New Denham, Denham Green & Moorfield Rd ACTION : DC Emailed 13.09.23 environmental health team for test tube monitoring. UPDATE: BC confirmed 16 th Nov at 4pm. - Cllrs to discuss questions requested from BC at meeting. Small project funding ACTION: DC emailed Emma Gaydon /Algin How much funding could we rec ? EG mentioned new staff employed & will be in touch – waiting for update.
20231106/06	Denham Green • Play Area Update: DC looking for info with L&Q/BC. for more space/land. Still chasing • Wildflowers on verge Cllrs suggested as wildflower not looking great to discuss new design layout there.
20231106/07	Dog & litter bins • Bin enquiry with waste management. – Combined waste bins & Recycle bins. ACTION : DC picked 2 options – Cllrs to discuss. • 25 dog bins. ACTION: DC found a new contact for BC regarding cost for collection of the dog bins waste. UPDATE: BC will monitor the usage of current dog bins/ will confirm if we need additional bins – waiting for update. DPC needs to apply for permit Section 171 - costs £180 for small works/requires – need contractor NRSWA accredited & permission from LAT to place in the areas – LAT can provide STAT plans. BC may wave the £180 as we are a parish - DC still researching for contractors with accreditations to install items.

20231106/ 08	New Denham • Boundary gate. Cllr SS request UPDATE : Landowner confirms we can place a boundary gate there for free of charge. STAT plan rec from LAT all good to add gate in area. Quote added for gate & installation & signage Cllrs to discuss. • Newtown Road hedge – Replace with new shrubs. ACTION : DC to contact local nurseries to sponsor area/DPC can put plaque “plants donated by “ UPDATE : DC contacted several local nurseries to sponsor area. All declined the offer. UPDATE : DC had conversation with contractor, and they confirmed that they could get the hedge plants with roots, not in pots as they would be cheaper and plant the area, waiting for quote update.
20231106/ 09	Denham Map – Office use with RoW, Parks, grass cuts etc. COMPLETED
20231106/ 10	Higher Denham – Rectory Lane • Place a planter by boundary gate. Update : License 171 needed to put planter there. Costs £180, STAT plans required from LAT & contractor to be NRSWA accredited. DC sent email to Unitary councillor they confirmed they hadn't heard of this license. Requested & received the STATS report from our LAT & they confirmed we are able to place planter there. UPDATE : DC emailed contractor for cost of planter as local residents requested the planter and will pay for it. All Cllrs agreed that DCP will pay for the maintenance, replacing plants in the winter and add to schedule, costs are £5 per week/ £260 a year. DC also informed local resident with update by email. Received quote for smaller planter/ sent quote to resident to confirm if they want to purchase / wait for update – Cllrs to discuss. • Dog Bin request – Community Hall fence Lower Road Will need License section 171 from BC as above. UPDATE: Waste team BC confirmed they will monitor the area and try to understand if additional bins are required. Waiting for update. The LAT advised the dog bin cannot be placed on the fence, needs to be attached to a pole in the ground. DC had site visit with Cllr JW explained the process, however the land/road belongs to a farmer and may not allow for bin to be placed there. Cllrs to discuss.
20231106/ 11	Martinsfield • Bookings/cancellation/notice board. ACTION: DC to arrange a joint meeting with F&C clerk, DC & Cllr MH to discuss. UPDATE : F&C clerk not available next week, will update once available. • Potential use of space – Flood lights – Cllrs to discuss.
20231106/ 12	Denham Bowls club • New roof • Amend lease.
20231106/ 13	The Cricket Bungalow • Letting agencies UPDATE: Site visit arranged for 31.10.23 with EC waiting for update.
20231106/ 14	Cricket Club • Members blocking Cheapside lane - COMPLETED.

	ACTION: DC to send email to Cricket club requesting their members not to double park Cheapside Lane as this block's buses, emergency services & local traffic causing major issues. UPDATE : DC sent email requesting them to inform their members not to block or double park on Cheapside Lane. Should this happen again police will be called for obstruction.
20231106/ 15	Way & Tillard • Cricket field - To grass over area where rose bushes were. UPDATE : Handy man has prepped the area .Completed. Just need to add topsoil, level it out & add grass seed. DC to place order for topsoil & grass seed- waiting for costs. • CCTV – For ASB ACTION : DPC applied for grant from police anti-social behaviour, for 2 dummy cameras, 2 poles & signage and contractor costs to install. These are to be installed on the outskirts of the bottom/top of fields to deter people from causing issues, waiting for update. UPDATE: DC received email from Police & crime commissioner that our bid was not successful on this occasion. Would Cllrs consider a fully operational CCTV system ? Cllrs to discuss. Cut back brambles - COMPLETED.
20231106/ 16	Denham Village • Park Benches UPDATE: 6 benches in this area & well used. Discussed to have 2 benches by the river & bridge and have that bench brought forward. ACTION: DC to get quotes for benches & 6-seater benches. See attached. ACTION: Cllr SW to speak to Clare Elms about this plan & if they agree. ACTION : DC to find letter from resident that would donate a bench/look into correspondence list. UPDATE: Letter found by FC copy attached, Cllrs to discuss. • Siding out village green – To be discussed with Cllrs. • Black walnut tree - To be trimmed on conservation site. UPDATE : DC emailed contractor asked questions to trim tree on conservation site – arranged site visit 03.11.23. with contractor, quote to follow.
20231106/ 17	Grass verge cut Devolved Services • A412 – Extended 30 mph devolved service. UPDATE : DC requested new quote as Denham studio maintain the area in the front – waiting for update.
20231106/ 18	Local biodiversity working plan. • To improve and help local wildlife. Cllr EA to support & approach Colne Valley for information. • To set up a working party • To draw up a plan of action. • To involve local residents ,schools & business working together with all agencies. Update: Webpage needs to be updated with information on Conservation supplied by Cllr EA
20231106/ 19	Allotments • Rats – KFC land. UPDATE : Received land registry checks for land behind KFC. Arranging meeting with F&C clerk & allotment Chairman. • Issue with gate left open. UPDATE : Chair of DAUA is organising the lock/key for site. DPC doesn't need to get involved.

	• Allotment report – No issues to report this month.										
20231106/20	Future budgets • Open spaces										
20231106/21	Services Finance • Budget Headings • Budget Comparison Report • Payments List Payments for October 2023 Total £2,659.50 <table border="1" data-bbox="331 631 1324 810"> <thead> <tr> <th colspan="2">Payments over £500 (inc VAT) July 2023 – To Note</th></tr> </thead> <tbody> <tr> <td>D Wardley Handyman services + Expenses</td><td>£900.00</td></tr> <tr> <td>Turfcare Pitch Marking Martin Baker March + 9 -a-side</td><td>£759.50</td></tr> <tr> <td> </td><td> </td></tr> <tr> <td> </td><td> </td></tr> </tbody> </table>	Payments over £500 (inc VAT) July 2023 – To Note		D Wardley Handyman services + Expenses	£900.00	Turfcare Pitch Marking Martin Baker March + 9 -a-side	£759.50				
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20231106/22	Items in Progress - 20220307/12 – (Mar) – Springbridge Issues – Cllr SW/Cllr PB - 20230403/07 – (Apr) – By-laws & PSPO -20231002/15 – (Oct) - Metal design memorial bench – Cllrs will consider for another time.										
20231106/23	Future Agenda Items • War Memorial cleaning – Handyman booked to do. • Wildfires – To discuss next year.										
20231106/24	Date of Next Meeting 4 December 2023 , Parish Council Offices 7.30pm										

Signed: Jay Mitchener – Deputy Clerk

Date: 31.10.2023

Committee Members			
Cllr M Heath	Cllr S Jefferys	Cllr M Goonesekera	
Cllr E Austin	Cllr S Sproul		
Cllr B Keen	Cllr W Davey		