

Minutes of the COMMUNITIES AND EVENTS COMMITTEE MEETING on Tuesday 17 October 2023 at 7.30pm in the Parish Council Office, Rear of Memorial Hall, Village Road, Denham UB9 5BN

Councillors:	Cllr A Hans (AH) - Chairman	Cllr S Jefferys (SJ)
	Cllr B Keen (BK) – Vice Chair	#Cllr S Sproul (SS)
	Cllr S Williams (SW)	#Cllr M Goonesekera (MG)
	Cllr W Davey (WD)	
Clerk:	Jay Mitchener Deputy Clerk	# = Apologies Given ## = Apologies Not Given

	Meeting was voice recorded and agreed by members present														
Item No	Minutes	Action													
	Acceptance of Apologies for Absence : Cllr SS & Cllr MG														
20231017 /01	Election of Chairman : All Cllrs agreed Cllrs AH elected as Chairman until March 2024														
20231017 /02	Election of Vice Chairman : Cllr BK to continue as vice-chair. All Cllr agreed.														
20231017 /03	Declaration of Interests – Cllr SJ Christmas lights														
20231017 /04	Public Session - NONE														
20231017 /05	Minutes of Last Meeting – 19 September 2023 - proposed Cllr SW & Cllr SJ Seconded – Members agreed.														
20231017 /06	Events: • Tea Dance/Bingo – 3 to 5pm, 3 December 2023 Cllr SW requested items needed like Christmas table decorations, plates, and serviettes. All Cllrs agreed. Cllr WD discussed the layout of the tables, all Cllrs agreed to put tables in slanted position. Known as herringbone style so that visitors can interact with others easier. Cllr SJ has given apologies for this date. ACTION: DC mentioned about small gifts as in previous years, for Tea/Bingo and Memory café, a small portrait calendar and a hyacinth plant about 60 in total. All Cllrs agreed. ACTION :Cllr WD to approach Co-op for bingo prizes – Bottles of wine, boxes of chocolates & tins of biscuits. New proposed date for 2024 to book. <table><tr><td>11 February</td><td>11 August</td></tr><tr><td>10 March</td><td>1 September</td></tr><tr><td>14 April</td><td>13 October</td></tr><tr><td>12 May</td><td>10 November</td></tr><tr><td>2 June</td><td>8 December</td></tr><tr><td>14 July</td><td></td></tr></table>		11 February	11 August	10 March	1 September	14 April	13 October	12 May	10 November	2 June	8 December	14 July		DC/F&C DC/F&C Cllr WD F&C
11 February	11 August														
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• Memory Café – 11am to 2pm, 3 November 2023 1 December 2023 New Proposed dates for 2024 to book. 1st Friday in the month <table><tr><td>12 January</td><td>5 July</td></tr><tr><td>2 February</td><td>2 August</td></tr><tr><td>1 March</td><td>6 September</td></tr><tr><td>5 April</td><td>4 October</td></tr><tr><td>3 May</td><td>1 November</td></tr><tr><td>7 June</td><td></td></tr></table> • Music on the green dates No more events for this year. New proposed dates for 2024 to book . 3rd Sunday in the month. <table><tr><td>19 May</td><td>18 August</td></tr><tr><td>16 June</td><td>15 September</td></tr><tr><td>21 July</td><td></td></tr></table> • Beating of the Bounds – Rogation Sunday Booked for 5th May 2024. Paul Graham has confirmed route 2, and requested we advertise the event in good time to get a better turnout. Paul will produce a short guide for the walk. Requested a small tent at the end of the walk and provide cold drinks for the walkers. ACTION : F&C to advertise this event in good time. • Christmas fayre This event will not happen this year due to costs and lack of volunteers. • Carols On the Green & Christmas tree – Friday 1 December 6pm – Cllr SJ sends apologies for this date. DC order the tree. ACTION: DC Need to change date to install the tree from 29th Nov to 24 Nov as will be decorated on 25th Nov. Request handy man to bring the decoration to the office. Ask Tom to support from 5pm for set up and 7.30pm for set down. ACTION: DC to contact the 2 schools to sing 3 carol songs each. To invite the governors of the schools to attend event. ACTION : Cllr SJ to organise the lights and scaffolding tower. To give workers Cllrs SW contact details. To book the band and email F&C of the details. To checks all lights are in working order. ACTION : Cllr SW to work with residents to dress the tree. To contact the Brownies for their support. ACTION: Cllr AH to supply hot chocolate, mince pies, cups, packets of chocolate gifts and candy canes for the children. Will require 3 people to volunteer on the evening. • 80th Anniversary for D-Day 6th June 2024 – Proposed date Saturday 8th June 2024 Cricket field. Cllr SJ suggested a BBQ & animal farm, army man assault course & a band called Dolly mixtures. All Cllrs agreed. ACTION : All Cllrs to discuss in next meeting & end of the year – Butcher, food vans, bands etc Cllr SJ to find details for army & pets' events & Cllrs SW to find details for music band. ACTION : DC to request use of Cricket Club field on the Saturday 8 June 2024.	12 January	5 July	2 February	2 August	1 March	6 September	5 April	4 October	3 May	1 November	7 June		19 May	18 August	16 June	15 September	21 July		F&C F&C F&C DC DC Cllr SJ Cllr SW Cllr AH Cllr SJ & Cllr SW DC
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	Denham Parish Council 130-year celebrations 30 June/7 July 2024 DC reported that Martinsfield would be happy for us to use the field for event. This event to be held on a Sunday. Discussed on having a "Party in the park" type event. invite stall holders to sell their food & drink, kids fair, a stage for bands, no marquee required. This will be a free event. Set up a working party as DPC will run this event. ACTION : Cllr SW will give DC information that was used for the village fayre. ACTION : Cllr SJ can source music bands. ACTION : DC to contact football team to confirm if we can use the field on either of those dates. Market on station Road - Denham Farmers Market Discussion to have a farmer market, areas like Morten gardens, Moorfield Rd service Rd for Sunday mornings. ACTION : Cllr SJ to find contact details farmer market people & update DC. If farmer market people can do this. DPC to contact BC for road closures etc if required.	Cllr SW Cllr SJ DC Cllr SJ
20231017 /07	General Christmas Lights – Lights on trees – 1 December 2023 Cllrs SJ confirmed all the lights will need checking or updating. Tatling End, Village green, Denham green & New Denham. Quotes won't be required as we will use our preferred supplier. ACTION: Cllr SJ will do all the checks this weekend plus costs for trees etc and email updates to Cllrs.	Cllr SJ
20231017 08	Christmas lights – New Denham Oxford Road - Completed Christmas lights : 9 streetlights - 1 Dec 2023 to 6 Jan 2024	
20231017 /09	Defibrillators – Government grant award for all UK Update: Application request sent for interest, waiting for update. We have 5 defibrillators altogether, 1 Higher Denham, 1 Landmark Place, 1 Toby carvery, 1 New Denham & 1 in Denham village by the garage. Suggestions to put defibrillators on Martin Baker football ground, cricket club, Denham green shops, Penn drive shops, Denham station, RSPCA shop & Denham Bowls club.	DC
20231017 /10	Village Flag The flag was discussed in Full council meeting and option 1 was chosen with a few changes. - To remove the wording under the images and replace with Denham areas. - Remove the image of the village school and replace with a image that could be drawn by a resident of Denham but waiting for confirmation from the resident. ACTION : Cllr SW to ask resident if she would do the drawing. UPDATE :The coat of arms was also discussed but was agreed not to use it as can't be confirmed that it is the actual coat of arms for Denham Parish Council. The new flag will replace the union Jack flag.	Cllr SW

	Flag to be launched at the 130-year celebrations in 2024. ACTION : DC to contact contractor with changes to flag but waiting for update for Cllr SW on drawing.	DC/CllrSW
20231017 /11	• Daffodils bulbs 6000 – Planting in Oct/Nov 2023 UPDATE: Contractors will plant the bulbs. Cllr WD has confirmed areas for Tatling end & Denham Green, Cllr SW confirmed areas for Denham Green and Moorfield Rd. Cllr MEH confirmed areas for New Denham ACTION : Cllr JW yet to confirm areas for Higher Denham due to DC was not available for site visit. Site visit booked for Monday 23.10.23 TBC with Cllr JW. UPDATE : DC has arranged site visit with contractor on Thursday 19.10.23 where to plant the bulbs for each area.	DC DC
20231017 /12	• 20 Poppies for each area / 5 Silent Soldiers for each area We have 5 silent soldiers one for each area. We will add 20 poppies in each area. UPDATE: Handman booked to add poppies and silent soldiers to all areas. ACTION : Cllr SW requested to have them installed on 23.10.23 instead of 30.10.23, DC to request change of date with handman. Removal date : 24.11.23	DC
20231017 /13	• Volunteering Cllr AH mentioned that the events organised are part of the structure of Communities. Only a handful of people support the events, while we understand we are all volunteers we need more support from all our volunteers. Either we recruit more volunteers from the community or a rota where some levels of events are supported. ACTION: Cllr SW to advertise on the Denham community page, email list of residents for volunteers, list events we do and how often they run. ACTION : DC to look into event companies for large events.	Cllr SW DC
20231017 /14	• First Aid (FAW) & Defib training – 12 October 2023 – training completed. UPDATE: Training was held in New Denham community centre. Attended the course was Cllr SW, Cllr BK, Cllr JW, EC & DC, and everyone passed the training. ACTION: DC was requested to book another training for all the other Cllrs and team that wasn't able to attend this course, Cllr AH recommended 22 March 2024, DC to email all Cllrs & team if this date is suitable.	DC
20231017 /15	Finance • Financial year April 2022 – 31 March 2023 – Expenditures F&C needs to bring Edge up to date. • . Budget Headings report – Cllr MEH happy with budget. • Financial Comparison Report	F&C
20231017 16	• Co-op Funding/Memory Café UPDATE: DPC didn't get funding but came 3rd place Co-op would support future events with donating hot drinks, biscuits & cakes. Co-op rep would like to arrange site visit to see what we actual do for your event.	

	ACTION : DC to give contact details of the rep to Cllr SW so she can arrange a date to visit the memory café event.	DC Cllr SW
20231017 /17	Ongoing Projects Men In Sheds.	
20231017 /18	Future Agenda items Christmas lights 2024 – Oxford Road, top of Village Rd – Denham Green & railway bridge. Christmas Fayre – Event in 2024 AGM Meeting – Book Hall - 8 May 2024 - Start planning in Jan 2024 BMX track – Near railway bridge. – Community garden	
20231017 /19	Date of Next Meeting Tuesday 21 November 2023 at 7.30pm Parish Council Office, Village Road, Denham UB9 5BN	

Signed: Jay Mitchener – Deputy Clerk

Date: 19.10. 2023

Committee Members			
Cllr A Hans	Cllr S Williams	Cllr S Jefferys	Cllr W Davey
Cllr B Keen	Cllr Martin Goonesekera	Cllr S Sproul	

Chairman _____

Dated _____