

Minutes of the COMMUNITIES AND EVENTS COMMITTEE MEETING on Tuesday 20 February 2024 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 G Hollis (GH)
	Cllr S Williams (SW)	Cllr M Goonesekera (MG)
	Cllr W Davey (WD)	Cllr S Sproul (SS)
Clerk:	Jay Mitchener - Deputy Clerk	# = Apologies Given ## = Apologies Not Given

Meeting was voice recorded and agreed by members present		
Item No	Minutes	Action
20240220 /01	Acceptance of Apologies for Absence: Cllr SJ	
20240220 /02	Declaration of Interests – NONE	
20240220 /03	Public Session - NONE	
20240220 /04	Minutes of Last Meeting – 20 February 2024 – All Cllr agreed page 1,2,3 & 4	
20240220 /05	Events Memory Café – 11am to 2pm, 1st Friday in the month Cllr SW not able to support on 7th & June 5th July . Tea Dance/Bingo – 3 to 5pm, Sunday Cllr SW not able to support on 2nd June. 10th Nov is Remembrance Sunday, so need to change date to 17th Nov 2024. It was discussed that Cllr SW will support Memory café and Tea & bingo till April 2024 meeting, and thereafter Cllr JW will support both events. It was mentioned that other Cllrs need to participate and volunteer their time for these events. If we don't have volunteers, then these events will not happen. ACTION : Cllr SW to do a handover with Cllr JW and DC. Music on the Green – 19th May 2024 Suggested to have a table on site, to help recruit new councillors/volunteers. Cllrs on a rota to walk about and chat will general public. No action given.	Cllr SW
20240220 /06	Sunday morning farmers market. – Morten Gardens 1st Sunday on the month. ACTION : Make this a separate item. ACTION : To find information on an organisation that can support this event and visit Beaconsfield old town market to find contacts.	DC Cllr SJ

20240220 /07	80th Anniversary for D-Day 6th June 2024 – Event Day Sunday 9th June 2024 on Cricket field – 2pm to 5pm Cllr SW will be away so unable to be there on the day. If Cllr SJ is able to support & manage this event that is great, but if not, we will need volunteers otherwise this event cannot go ahead. Cllr MG volunteered his time for this event. This event has been advertised in the national press, beacons will be lit ,and lot of Councils are participating. Cllr SW has contacted the air cadets, waiting for update. DC contacted Cricket club asking if they could supply person to man the bar, waiting for update. ❖ BBQ/ burger van, petting zoo, army assault course for children, artefacts & craft area. ❖ Marque, bunting, flags, stage, singers, and band. ❖ Medical support from St Johns/Red Cross. ❖ Cricket club confirmed use of their bar. DPC will need the room to put the artifacts in. ❖ DPC will subsidize costs for burgers, and a self-service tea & coffee for free. ❖ Cllr SJ/DC/SW/MG as working party. All Cllrs agreed. ACTION: To find singers Poker dots, farm details, army assault for children & artifacts ACTION: To contact butcher. ACTION: To find the marque, look for bunting. Check with Cllr SJ can still support event. Denham Parish Council 130-year celebrations - Saturday 7 September 2024 On Martinsfield – 2pm till 8pm Discussed on having a “Party in the park” type event. ❖ Invite stall holders to sell their food & drink, ❖ A TENS license will be required. ❖ Kids fun fair, petting zoo. ❖ A stage for bands, speakers, flags, and bunting. ❖ Singers /bands ❖ Hire a town Cryer. ❖ History society stall, role play a committee meeting for kids. ❖ Zumba on the lawn, to warm before band starts. ❖ St Johns/Red Cross, medical support. ❖ This will be a free event. ❖ Advertise in our newsletter. ❖ Working party will be Cllr SW & Cllr SJ as DPC will run this event. Cllr SW has emailed contact for fair ground rides, waiting for update. DC emailed the spreadsheet to Cllr SJ with all the contact details that Chalfont St Giles use for their events. ACTION: To support of booking stalls holders, stage for band, Singers/bands. ACTION : Working party to be set up to start organising the event.	Cllr SJ Cllr WD DC Cllr SJ Cllr SJ & Cllr SW
20240220	Email stationery – DPC Celebrating 130yr logo.	

/08	It was suggested to add a new logo representing DPC celebrating 130yrs on our emails, all Cllrs liked the idea and agreed. ACTION : Contact IT dept to add logo to DPC emails. The colour of the 130 should be in DPC green.	DC
20240220 /09	• Unveiling new Denham flag – Proposed date Saturday 11th May 2024 - 12 noon on Village Green. Cllr BK suggested if DPC Cllrs could attend the unveiling, and have a photographer take a group picture. As not all cllrs could attend the Christmas dinner it would be nice to have lunch after this event to celebrate 130yrs of DPC in the Swan. ACTION: Email all Cllrs with proposed date and time. ACTION : Contact local resident that is a photographer .	DC Cllr SW
20240220 /10	• Volunteering As mentioned, several times if we don't have volunteers, all our events will suffer, or we won't be able to do them. A suggestion is that we recruit someone to work part-time to co-ordinate the events if Cllrs were not available. Discuss in Policy & procedures committee meeting to start recruiting process. Our handy man will support with transporting, moving and assembly of items. ACTION : To put together a job description for an Event co-ordinator. ACTION Cllr SW to advertise on Denham Community FB page for volunteers for events for DPC and add dates for the events.	Cllr AH Cllr SW
20240220 /11	• Litter picking in Buckinghamshire – BC event. ACTION : Add to Communities FB page, our website & our email list that, Bucks Council have a Great British spring clean campaign running from 15 March to 31 March 2024, and if local residents would like to participate to contact DPC and we can supply them with equipment.	Cllr SW & F&C
20240220 /12	• First Aid & Defib training Booked- Friday 22 March 2024 - 9am/4.30pm DC received confirmation from Cllr AH, Cllr SJ, Cllr EA, Cllr AH, Cllr WD, Cllr MG & J Head. Not able to attend due to medical issue are Cllr SS and volunteer CW. ACTION: To email all Cllr as a reminder that the training is booked now. To email Cllr SW of how many attending the course. ACTION: Cllr SW will supply refreshments on the day.	DC Cllr SW
20240220 /13	• Funding/Grants Co-op Charity fund 2024 Co-op manager will attend Memory clinic on 1 March and will bring tea, coffee, biscuits, and cake. • Defibrillators match funded – 7 defibrillators – Received. We have confirmation to place 5 defibs in: ❖ MB on the side of the kitchen container. ❖ Wyatt covert – Caravan site. ❖ Dentist – Penn Drive. ❖ Way & Tillard - Cricket Club outside wall. ❖ Tatling End – Londis shop Romans Haus in New Denham relocating in 3 weeks' time so unable to give permission. Wenzel's based in New Denham & Denham Green did not reply to any email request. ACTION : To contact owner of shop in Oxford gardens.	Cllr SW

20240220 /14	❖ Band Selection – Music on the Green It was discussed that all the bands we book are very good, and mentioned to check the lead singer from The Stiles is able to attend, Chasing Deer only show up with 2 band members, a definition of a band is 3/4 people when we book them again it should be mentioned to them that a 2-person band will not be suitable, should be at least 3/4 band members. Need to check availability firstly, but the order should be for Music on the green events. The Stiles first, then Mandolyn Monday, Chasing Deer (with added band members), Eclectica and lastly Love that Jazz. Elvis was very good, maybe request for our 130yr celebration event. Not very sure about Tracey O'Connor Quartet. ACTION: To check availability for the bands and in that order and ask Elvis if he is available on 7th Sept 2024	F&C
20240220 /15	❖ Extend Memory Café & Tea Dance. In the last meeting it was discussed to try and make both events bigger and better. A meeting has been requested with all the volunteers after the Memory Café on 1st March 2024 to discuss how they would feel and get feedback from them. A survey has also been sent out to all the attendees for their views and suggestions. It was mentioned to also include the Tea & Bingo attendees and send them the survey. In COVID time we offered transport, there is a semi-retired taxi driver that has a large vehicle that may consider taking this on, which would help the attendees that are not able to drive anymore, so unable to attend our events. Would an option be to purchasing a community bus ? But it was highlighted that this would require a driver and maintenance costs. It was agreed that a feasibility report would be completed in the first instance to see if there was a need. Options for hiring, leasing a bus or taxi will be considered. Cllr SW and DC will be attending BC Community transport forum to find out more information on Wednesday 21 Feb. ACTION : To send out survey to Tea & Bingo attendees. ACTION: To contact semi-retired taxi driver and ask the question and costs.	Cllr SW Cllr WD
20240220 /16	❖ Newsletter We should try and get a newsletter out in March 2024., we have 2 weeks to get this completed. No one has come forward with any topics, so we don't have anything to add to the newsletter yet. We will need new individual photographs of each Councillor and contact information. It was mentioned that Cllr SW has a few things to add like what DPC did last year what we are planning for this year as a chairman report., events details, litter picking, new defibrillators and such. Cllr AH will do an article on the precept. Mentioned that each newsletter could concentrate on actions Services did, then Communities and so on. ACTION: F&C to take new pictures of our Cllrs that can't supply a head and shoulder picture. and support with putting the newsletter together. ACTION : To email all Cllrs to supply a digital head and shoulder picture of themselves. ACTION: To do article on precept	F&C DC Cllr AH
20240220 /17	❖ Stand at shops – Station Parade - Saturday morning – Proposed date 20 April 2024	

	Suggested to put a table outside the local shops, possibly the Solicitors, Cllrs with badges on to chat to general public. ❖ If they have issue, how to report it. ❖ Hand out leaflets, Newsletter, contact information for Bucks council, Fix my street etc. ❖ Inform public what DPC do for the community. ❖ First one to be held in April 2024 on Station Parade and next one New Denham date to be confirmed. ❖ All Cllrs to be involved. ❖ Discussed Denham Fayre – stall at this event to recruit for DPC with donation buckets. ❖ Rota for Cllrs to man the table. ACTION: Get a LinkedIn account.	Cllr MG
220240220 /18	• Shop Fronts – Station Parade Contacted Chalfont St Peter and was given advise and details of the contractor they had used. They only installed flags. If flags are white or pale colour will need to replenish often as they become dirty and thread bare. DPC would like different flags, Remembrance Day, St Georges day & 130th year flags. Cllrs suggested to do other areas once Station parade has been completed. ❖ Contacted our preferred flower company, they sent a picture of bespoke bracket with the cost of £199.00 net each based on order of 20, can maintain the flower baskets summer and winter, waiting for quote. ❖ New company also sent picture of bespoke bracket no costs given yet, will do a site visit to confirm areas are suitable, waiting for update. Can install brackets and maintain flags when needed. Can also supply all flags. After site visit will send a quote. They will also stress test all brackets once instu. ❖ DPC will need to do land register checks in the first instance to confirm how many brackets will be required. ACTION: EC to do a land registry search for the owners of buildings. ACTION : To collect quotes from both companies for buckets, flags, installation & quotes to add the hanging baskets to our add to current maintenance plan.	EC DC
20240220 /19	Finance – To Note Current expenditure so far is £28,000.00 budget of £72,000.00. This will need to be carried forward to next year.	
20240220 /20	Ongoing Projects • Men In Sheds.	
20240220 /21	Future Agenda items • Poppies and Silent soldiers. • Christmas lights 2024 – Oxford Road, top of Village Rd – Denham Green & Tatling End. Look for 20 extra lampposts. • Carols on Green 1 Dec & Tree – Install 24 Nov – decorate 25 Nov. • Christmas Fayre – Cllr SJ & Cllr MG to support/manage. • Beating of the Bounds – Rogation - Sunday Route 2 Booked for 5th May 2024.	

20240220 /22	Date of Next Meeting Tuesday 19 March 2024 at 7.30pm Parish Council Office, Village Road, Denham UB9 5BN.	

Signed: **Jay Mitchener – Deputy Clerk**

Date: **22.02. 2024**

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

Chairman _____

Dated _____