

Minutes of the COMMUNITIES AND EVENTS COMMITTEE MEETING on Tuesday 19 March 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
20240416 /01	Acceptance of Apologies for Absence: Cllr SJ arrived at 8pm Cllr SS did not attend meeting.	
20240416 /02	Declaration of Interests – NONE	
20240416 /03	Public Session - NONE	
20240416 /04	Minutes of Last Meeting – 20 February 2024 – All Cllr agreed page 1,2,3, 4, 5 & 6	
20240416 /05	Events Memory Café – 11am to 2pm, 1st Friday in the month It was discussed to ask Cllr JW to join the community committee, as she will be supporting the Memory Café in May 2024. Cllr SW volunteered to support with communication should there be any issues but has completed a hand over with Cllr JW. The committee was informed that the Co-op were very pleased to see how DPC run and support this event, have kindly offer a one of payment to put towards the Memory café. Details has been sent to them for the payment. It was mentioned in the Community board committee meeting, for us to have a donation box at the events, which we are happy to do, the processed could go to DPC for future events. The topic of adding the age group when advertising was mentioned, however for the memory Café event ,you can be any age and suffer from dementia so not appropriate for this event. ACTION : Invite Cllr JW to join the committee and send message of thank you to the Co-op for their support. Supply a donation bucket for the next events. Tea Dance/Bingo – 3 to 5pm, Sunday The event was very successful and DPC had 41 people attend. A few volunteers could not attend due to illness, but DPC managed on this occasion with no issues.	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.	
20240416 /06	• Sunday morning farmers market. – Morten Gardens 1st Sunday on the month. Cllr GH has now sent information to clerk with contact details of the organiser of markets for Gerrards Cross, who should be able to advise. Beaconsfield market have food produce stall, like cheese, meats etc. ACTION : Forward information to Cllr AH.	DC
20240416 /07	• 80th Anniversary for D-Day 6th June 2024 – Event Day Sunday 9th June 2024 on Cricket field – 2pm to 5pm Suggested DPC use the Village green for this event, like Music on the green, we can still have a band, donkey rides, petting zoo etc. Way & Tillard area is too large for this event and will be expensive. Cllr SW contacted the air cadets, and they are happy to support. It was noted that as we are the trustees we cannot sell food on the village green but discussed placing the food/ice cream van on the Pyghle and old bakery and inform local residents. Not to put anything on the walls as its listed. All cllrs agreed. ❖ 3 x singers. – 2 x 45 mins. ❖ Petting zoo. ❖ Donkey rides. ❖ History information. ❖ Buntin & marquee. ❖ Cllr SJ/DC/SW as working party. All Cllrs agreed. ACTION: Book singers Poker dots, fish & chip van, Ice cream van. ACTION: Ask St Marys Church if they are putting up bunting for Village fayre, if we donated some money could they leave the bunting up. ACTION : Cancel the booking with Cricket club. ACTION : Contact Air cadets if they can do their drill/marching. • 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 contacted Brixton amusements for the fairground, who are happy to support. ACTION : Book Elvis for this event but not for 80 D-day celebrations. ACTION: To support of booking stalls holders, stage for band, Singers/bands. ACTION : Working party to be set up to start organising the event. ACTION : Professional video/ photographs of the event .	Cllr SJ DC DC Cllr SW F&C Cllr SJ/SW Cllr SJ/SW/MG

20240416 /08	Email stationery – DPC Celebrating 130yr logo. All Cllrs agreed to the green round logo design. ACTION : Add the new logo onto DPC email signature.	F&C
20240416 /09	Unveiling new Denham flag – Saturday 11th May 2024 - 12 noon on Village Green. It was confirmed that the office staff are invited as well. The Swan has been booked for 1pm after the unveiling. Cllrs able to attend on the day are , Cllr A Hans, SW, EA, MH, A Head,SS, SJ, WD , GH & MG. JW is not able to attend. ACTION : Speech on the day. ACTION : Contact local resident that is a photographer . ACTION : Contact a town Cryer.	Cllr AH Cllr SW DC
20240416 /10	Volunteering – NOTED The advert was added for volunteers on FB, but their admin team did not allow the post. It may have been viewed as a business, as business adverts are not allowed. ACTION : Advertise again on Denham Community Facebook page but as a charity.	Cllr SW
20240416 /11	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 MG & J Head. ACTION: Cllr SW will supply refreshments on the day.	Cllr SW
20240416 /12	Cllr Stand at shops – Station Parade - Saturday morning – Proposed date 18 May 2024 – 10am -1pm- with 2 Cllrs every hour. Table outside the Solicitors has been arranged with use of their toilets., - 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 on Station Parade and next one New Denham date to be confirmed. - Rota for all Cllrs to support. - All Cllrs to be involved. ACTION : Contact Solicitors with date change.	DC
20240416 /13	Denham Fayre – 27 May 2024 – 10am-4pm – 2 hrs with rota for all Cllrs to support. Require a table in front of the garage, supply tea, water, coffee, and biscuits, have newsletter to hand out, use a banner, bunting etc. Cllr SW unable to support on day, as supporting the Church stall. ACTION : Book a free stall from St Marys Church ACTION : Have table clothes, tea urn, note pad to write volunteers names, the flag, what Cllrs do info and donation buckets. ACTION : To buy tea, water, coffee, and biscuits on 26 May .	DC DC Cllr AH
20240416 /14	Funding/Grants Co-op Charity fund 2024 Co-op advised that we are able to request funding from the Community funding this year.	

	• 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 Still waiting for confirmation from the shop owner in Oxford Gardens. Need to replace the one on Landmark Place as faulty. Site visits to all areas was completed with DC and contractor on 12.03.24, quote was discussed for the work and Cllrs all agreed. ACTION : To contact owner of shop in Oxford gardens. ACTION : Inform contractor to start the work. ACTION : Get contact details for Landmark place manager from Cllr WD .	Cllr SW DC DC
20240416 /15	• Band Selection – Music on the Green All the bands have been selected and booked up to September 2024. It was discussed to book The Styles for the last event. It The Styles are not available request Tracy Oconner quartet. All Cllrs agreed. ACTION : Book The Styles for September 2024 if not available book Tracy O’Conner quartet .	F&C
20240416 /16	• Extend Memory Café & Tea Dance. The survey was completed for the memory Café, the results were very good and positive. 100% happy with 11am starting time, 100 % happy with lunch that is provided. There was a request to have water jugs on the tables, which will we start doing. A few new suggestions for trips to 1940 Café, museum, parks & lakes. guest speakers from Pinewood studios , prevention matters for security, the dogs trust & embroidery and sewing. DPC asked would they need transport for these trips and most said no. A “buddy scheme” was suggested and Whiteplains would be happy to support. DPC had some lovely comments “ Please don’t change anything my mums loves the memory café “ & really happy with the way the event is run. It was mentioned that colour in numbers is very good. A bigger bank of volunteers would be required if the event went to 2 days a week. No disabled toilets at St Marks venue, we have 2 wheelchair users, so this has to be managed. St Marks would not be a suitable venue should we have bigger groups attending the event. The Village Hall has disabled toilets, could be a possible venue should the attendees groups get larger. In the future, will need to look for another venue that can cater for all needs, at present it is manageable. ACTION : To send out survey to Tea & Bingo attendees. ACTION: Source plastic jugs and water cups and place order. ACTION : Place order for name badges for all cllrs and volunteers that support our events . ACTION : Look into DBS, standard or enhanced checks, food hygiene Level 1 course and H&S course for all Cllrs & volunteers. ACTION : Find out costs and availability to hire Village Hall, stating this is our local memory café event.	Cllr SW DC/F&C F&C DC F&C
20240416 /17	• Newsletter – April 2024 Still waiting on digital photos of head and shoulders for some Cllrs. Cllr SW has received Cllrs EA information on biodiversity, waiting on Cllrs AH information on the Precept.	F&C

	ACTION: To take new pictures of Cllrs & staff that can't supply a head and shoulder picture, Cllr A Hans, EA & SW need a photo taken. and support with putting the newsletter together. ACTION: To do article on precept	Cllr AH
20240416 /18	• Shop Fronts – Station Parade - NOTED DPC would like different flags, Remembrance Day, St Georges day & 130th year flags & flower baskets. Cllrs suggested to do other areas once Station parade has been completed. Land registry will need to be completed in all the properties, once staff back from annual leave. ❖ 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
20240416 /19	• AGM Meeting – 8th May 2024 Village Memorial Hall booked. ACTION : Need to invite : Police, PCSO Sarah Churchwarden, Fire brigade, Denham Community history team, Christine Memory café events stall, Colne Valley, Co-op, Cllr Jo Morrissey, Neigh hood plan , Unitary Cllrs ACTION : Order new updated banners from company used before. ACTION : Write up on Denham Paris Council.	DC/F&C Cllr SW
20240416 /20	• DPC Subsidy ACTION : Provide information on next meeting.	Cllr AH
20240416 /21	Finance – To Note Spent £35,000.00 out of our budget.	
20240416 /22	Ongoing Projects • Men In Sheds.	
20240416 /23	Future Agenda items • Poppies and Silent soldiers – Nov 2024 • Christmas lights 2024 – Oxford Road, top of Village Rd – Denham Green & Tatling End. Look for 20 extra lampposts. • Carols on Green 6 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. – Add to next month's agenda	

20240416 /24	Date of Next Meeting Tuesday 16 April 2024 at 7.30pm Parish Council Office, Village Road, Denham UB9 5BN.	
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Signed: **Jay Mitchener – Deputy Clerk**

Date: **21.03. 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 _____