

You are SUMMONED to attend the MEETING OF THE PARISH COUNCIL on Monday 9 September 2024 at 7:30pm at the Denham Parish Council Office, Village Hall, Village Road, Denham UB9 5BN.

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, integrity, objectivity, accountability, openness, honesty, leadership**

Agenda No	Agenda Item
20240909/01	Welcome and Apologies for Absence
20240909/02	Declaration of Interests Under Section 33 Localism Act 2011 to grant dispensation to Councillors who may have incurred expenses whilst carrying out their duties as a Parish Councillor.
20240909/03	Public Session (not to exceed 15 mins – Standing Order 3 (e & F) and no member of the public can speak for more than 5mins, Standing Order 3 (g).
20240909/04	Approval of Minutes • Minutes of the Communities and Events Meeting dated 14 May 2024* • Minutes of the Full Council Meeting dated 10 June 2024* • Minutes of the Planning Meeting dated 2 July 2024 • Minutes of the Full Council Meeting dated 8 July 2024 • Minutes of the Committee and Events Meeting dated 1 August 2024 • Minutes of the Planning Meeting dated 6 August 2024 *Both minutes were inadvertently omitted from the last Council agenda in July. The Clerk apologies for this error, as it was a genuine error when compiling the agenda.
20240909/05	Report from Outside Bodies
20240909/06	Chairman's Report • 130-year celebrations at Martinsfield, to commemorate Denham Parish Council. • Chairman's report to be sent separately.
20240909/07	Report from Unitary Councillors
20240909/08	Executive Clerk's Report • A burglary occurred last Thursday 30/8 near to Denham Green Railway Station. Police have checked the CCTV cameras and assessing the footage.

20240909/ 09	Review of Community Boards in Buckinghamshire (To Note) See attached
20240909/ 10	Air Quality Management Areas in Bucks Cllr SW to report
20240909/ 11	Muhimbi Software Trial and Tablet Keyboard Cllr JW to report
20240909/ 12	Website Update / Marketing (To Note) - Refer to Communities and Events Minutes - Drone footage of Denham Parish for marketing purposes.
20240909/ 13	LCWiP (Local Cycling and Walking Infrastructure Plan) Cllrs SW and MH looked through last consultation. Recommendation: Are members agreeable to them doing this consultation up until 13 October 2024.
20240909/ 14	Bucks Fire & Rescue Service Risk Management Plan (To Note) This consultation will be coming shortly, and further details will follow
20240909/ 15	Insurance Policy Renewal Received Insurance Renewal from Gallaghers (Broker) to advise the Insurance premium for 2024/25 is £6,163.44. Last Year's premium was £5,971.24 for information. Insurance is with Hiscox Insurance commencing from 1st October 2024. Recommendation: To accept this insurance renewal request for 2024/2025 up until 30 September 2025.
20240909/ 16	Grant Application Received - Three grant applications have been received from Higher Denham Community CIO. This has been agreed to be placed on the Council agenda by the Chair of Finance, as the next Finance meeting is not happening until 20 September 2024. - Grant assistance for providing subsidized lunches for senior citizens at Christmas - Grant assistance for 'Party in the Glebe' - Grant assistance for maintenance of the Glebe field for youth football No grants have already been given to Higher Denham for this year.
20240909/ 17	Neighbourhood Plan Cllr GH will lead this working group. Denham Parish Neighbourhood Plan was made on 21 January 2021, and we have up to 2026 before the Neighbourhood Plan expires.
20240909/ 18	Martinsfield Need a cleaner for the facilities
20240909/ 19	Financial Matters and Reports - Flagstone Update (See attached) - Financial Budget Heading (See attached) - Financial Comparison Report (See attached) - Payments Report for July/August 2024 (See attached) £24,815.41

	<table border="1"> <thead> <tr> <th colspan="2">Expenses over £500 + VAT for July/August/September 2024 (To Note)</th></tr> </thead> <tbody> <tr> <td>T Kavanagh – Event Caretaker – August + Expenses</td><td>£1,146.74</td></tr> <tr> <td>Dr Tech – Monthly IT Charges – August</td><td>£631.32</td></tr> <tr> <td>Turfcare – MB Grass and Marking – August</td><td>£701.15</td></tr> <tr> <td>Roots – Grass Cut 5 – August</td><td>£5,734.51</td></tr> <tr> <td>SparkX – Emergency Works x2 (possible claimback)</td><td>£1,824.00</td></tr> <tr> <td>Higher Denham – Grant Requests x 3</td><td>£1,600.00</td></tr> <tr> <td>WindowFlowers – TBC Water for Plants</td><td>£1,446.00</td></tr> <tr> <td>WindowFlowers – Quarterly Maintenance Charge</td><td>£2,156.62</td></tr> <tr> <td>Forward Trust – Weed Spraying</td><td>£7,789.07</td></tr> <tr> <td>Total</td><td>£23,029.41</td></tr> </tbody> </table>	Expenses over £500 + VAT for July/August/September 2024 (To Note)		T Kavanagh – Event Caretaker – August + Expenses	£1,146.74	Dr Tech – Monthly IT Charges – August	£631.32	Turfcare – MB Grass and Marking – August	£701.15	Roots – Grass Cut 5 – August	£5,734.51	SparkX – Emergency Works x2 (possible claimback)	£1,824.00	Higher Denham – Grant Requests x 3	£1,600.00	WindowFlowers – TBC Water for Plants	£1,446.00	WindowFlowers – Quarterly Maintenance Charge	£2,156.62	Forward Trust – Weed Spraying	£7,789.07	Total	£23,029.41
Expenses over £500 + VAT for July/August/September 2024 (To Note)																							
T Kavanagh – Event Caretaker – August + Expenses	£1,146.74																						
Dr Tech – Monthly IT Charges – August	£631.32																						
Turfcare – MB Grass and Marking – August	£701.15																						
Roots – Grass Cut 5 – August	£5,734.51																						
SparkX – Emergency Works x2 (possible claimback)	£1,824.00																						
Higher Denham – Grant Requests x 3	£1,600.00																						
WindowFlowers – TBC Water for Plants	£1,446.00																						
WindowFlowers – Quarterly Maintenance Charge	£2,156.62																						
Forward Trust – Weed Spraying	£7,789.07																						
Total	£23,029.41																						
20240909/18	Date of Next Meeting 14 October 2024 at 7.30pm, at Denham Parish Council Offices, Village Road, Denham UB9 5 BN																						

Signed: Derek Wilson – Executive Clerk and RFO

Date: 4 September 2024

Upcoming Meetings and Events:

Time	Day	Date	Meeting
6.30pm	Wednesday	11 September 2024	Policy and Procedures Meeting, Parish Office
3.00pm to 5.00pm	Sunday	15 September 2024	Music on the Green, Denham Village
7.00pm	Tuesday	17 September 2024	Communities and Events, Parish Office
10.00am	Friday	20 September 2024	Finance Meeting, Parish Office
11.00am to 2.00pm	Friday	4 October 2024	Memory Café, St Mark's Hall, Denham Green
7.30pm	Monday	7 October 2024	Services Meeting, Parish Office
7.00pm	Tuesday	8 October 2024	Planning Meeting, Parish Office
7.30pm	Monday	14 October 2024	Full Council Meeting, Parish Office

Chairman _____

Date _____