

You are SUMMONED to attend the MEETING OF THE PARISH COUNCIL on Monday 14 October 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
20241014/01	Welcome and Apologies for Absence
20241014/02	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.
20241014/03	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).
20241014/04	Approval of Minutes • Minutes of the Planning meeting held on 3 September 2024 • Minutes of the Biodiversity meeting held on 5 September 2024 • Minutes of the Full Council meeting held on 9 September 2024 • Minutes of the Policy and Procedures meeting held on 11 September 2024 • Minutes of the Communities and Events meeting 17 September 2024 • Minutes of the Finance meeting held on 20 September 2024 • Minutes of the Services meeting held on 7 October 2024
20241014/05	Report from Outside Bodies • Cllr E Austin – London Green Belt submission to the National Planning Policy Framework 2024 (Please refer to SharePoint for 11-page report).
20241014/06	Chairman's Report • See attached
20241014/07	Report from Unitary Councillors
20241014/08	Executive Clerk's Report (To Note) • The Parish Telephone System is open until 7pm to enable Councillors to contact the office on meeting evenings if there are any issues attending. • Clerks meeting held on 16 September 2024 (attached)

20241014/ 09	NALC Website (To Note) NALC launches new website – Please note that you need to create a new account (See attached)
20241014/ 10	Standing Order Amendments At the Policy and Procedures meeting dated 11 September 2024. It was agreed to amend one of our standing orders. The following minute was taken at the meeting as follows; The actual issue is for the Chair to remain in post, if there are no candidates wishing to step-up. The following text to be inserted under 27a part (v); In exceptional circumstances it may allow the Chair or Vice-Chair of Council to remain in position beyond 4 years, subject to receiving a majority vote at the Council meeting. Recommendation: The council accepts the above resolution and for Standing Order 27a part (v) to be inserted to read 'In exceptional circumstances it may allow the Chair or Vice-Chair of Council to remain in position beyond 4 years, subject to receiving a majority vote at the Council meeting.
20241014/ 11	LCWiP Response (To Note) See attached response
20241014/ 12	Consultation response to BFRS Community Risk Management Plan (To Note) Cllr SW completed an online questionnaire which broadly asked whether you agree or disagree with their plan. Agreed with the plan provided and also requested that they consult more with parish and town councils, as we know our areas better than the Unitary Council.
20241014/ 13	Grant Funding Santa's Secret Service Grant of £600 being requested
20241014/ 14	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. Action: Cllr GH to confirm a date of when this meeting can take place, between Cllr GH, Clerk and the Neighbourhood Plan officer
20241014/ 15	Martinsfield/Office Cleaner Cleaner for the facilities at Martinsfield / Office - £15 per hour (Approx cleaning duration 2 hours) Recommendation: DPC agrees to the hire of a cleaner for these facilities
20241014/ 16	Denham Parish Council Newsletter See attached
20241014/ 17	Financial Matters and Reports - Flagstone Update (See attached) - Financial Budget Heading (See attached) - Financial Comparison Report (See attached) - Payments Report for September/October 2024 (See attached) £65,844.67

Expenses over £500 + VAT for September/October 2024 (To Note)	
T Kavanagh – Event Caretaker - September	£2000.00
Dr Tec – Monthly IT Charges - September	£631.32
Turfcare – MB Grass and Marking - September	£701.15
Finding Fitness – Monkey Challenge Board	£4740.00
Ladbroke Electrical – Installation of solar lights in bus stops	£750.00
PKF Littlejohn – Audit Charges	£1260.00
Gallagher – Annual Insurance	£6163.44
Paul Bentley – Santa Service Grant	£600.00
Proludic – Alderbourne Play Area	£28820.99
Premier Clean – Graffiti removal x 5 bus stops	£900.00
Allotment – Annual Payment x 2 2023/24	£1000.00
SparkX – Supply and Install Column	£7014.00
Denham Memorial Hall - Rent	£1,116.99
Forward Trust – Newtown Road Hedge works	£1194.00
Take One – Monthly Payment for Drone Footage	£600.00
Vision ICT – Initial invoice for Web Design and Development	£1584.00
Roots – Cut 6	£5,734.51
Total	£64,810.40

20241014/18	Date of Next Meeting 11 November 2024 at 7.30pm, at Denham Parish Council Offices, Village Road, Denham UB9 5BN
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Signed: Derek Wilson – Executive Clerk and RFO

Date: 9 October 2024

Upcoming Meetings and Events:

Time	Day	Date	Meeting
10am	Friday	18 October 2024	Budget meeting with Chairs and Vice-Chairs of Standing committees
3pm to 5pm	Sunday	20 October 2024	Afternoon Social and Bingo, New Denham Community Centre, Oxford Road.
7pm	Tuesday	22 October 2024	Communities and Events Meeting
10am	Friday	25 October 2024	Finance Meeting/Budget Meeting – Admin, P&P and expenses
	Friday	1 November 2024	Memory Café, St.Mark's Hall
7.30pm	Monday	4 November 2024	Services Meeting
7pm	Tuesday	5 November 2024	Planning Meeting
10am	Friday	8 November 2024	Budget Meeting – Planning / Services
7.30pm	Monday	11 November 2024	Full Council Meeting