

Minutes of 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.

Councillors:	Cllr S Williams (SW) – Chairman	Cllr A Head (AWH)
	Cllr J Walsh (JW)	# Cllr S Sproul (SS)
	Cllr A Hans (AH)	# Cllr B Keen (BK)
	Cllr M Heath (MH)	# Cllr G Hollis (GH) (Unitary & DPC)
	## Cllr W Davey (WD)	Cllr S Chokkar (SC) (Unitary Authority)
	Cllr S Jefferys (SJ)	# Cllr J Chokkar (JC) (Unitary Authority)
	## Cllr M Goonesekera (MG)	# = Apologies received ## = Apologies not given
	Cllr E Austin (EA)	
Clerk:	Derek Wilson	

Meeting was voice-recorded

Agenda No	Minutes	Actions
20241014/01	Welcome and Apologies for Absence Apologies received from Cllrs B Keen, G Hollis, M Goonesekera and S Sproul. Also, from Unitary Cllr J Chokkar. Cllr S Chokkar attended the meeting.	
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. No declarations of interest	
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). Jade Heath-Griffiths attended the meeting as a prospective Associate member of Council.	
20241014/04	Approval of Minutes - Minutes of the Planning meeting held on 3 September 2024 Proposed by Cllr AWH Seconded by Cllr SW - Agreed Cllr JW referred to the SSSI land the enforcement notice had already expired in July. Action: Clerk to find out from planning enforcement on latest situation. - Minutes of the Biodiversity meeting held on 5 September 2024 Proposed by Cllr EA Seconded by Cllr MH – Agreed There was a discussion about this meeting being a working party that there is no need to summon Councillors to attend. - Minutes of the Full Council meeting held on 9 September 2024 Proposed by Cllr SW Seconded by Cllr AH – Agreed Cllr JW referred to page 4 Item 13 LCWiP to inform that DEN7/1 has been closed indefinitely, big metal gates have been erected. Action: Pressure needs to be placed on our Unitary Cllrs to get this fixed. - Another item raised was about the Higher Denham grant application being disputed for the Glebe field, this is a new grant.	Clerk Clerk/UA Cllrs

	DPC pay £750 per annum towards the maintenance of the Glebe Field. Action: Clerk to advise on the grant submission. - Minutes of the Policy and Procedures meeting held on 11 September 2024 Proposed by Cllr EA Seconded by Cllr AH – Agreed. Cllr BK does no longer wishes to be a member of this committee. - Minutes of the Communities and Events meeting 17 September 2024 Proposed by Cllr AH Seconded by Cllr SW – Agreed Cllr SW referred to dates of events being as follows; Carols on the Green 6 December 2024 Christmas Tree switch on 6 December 2024, although other lights in the trees can be switched on beforehand 1 December 2024 Silent Soldiers to be installed 22 October 2024 - Minutes of the Finance meeting held on 20 September 2024 Proposed Cllr AH Seconded Cllr AWH - Agreed - Minutes of the Services meeting held on 7 October 2024 Proposed Cllr MH Seconded Cllr SW - Agreed	Clerk
20241014/05	Report from Outside Bodies (To Note) 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 - Chased Emma Gaydon/Align about the possibility of the dug-out shelters for Martinsfield. - Allotment AGM well attended, same winner as last year, 5 commended and 1 best newcomer. An ambulance had to attend the scene, and the postcode relates to a large area. What 3 Words are being placed on noticeboards for future reference. - Memory Café 5 new residents 2 extra volunteers – They will need to go through DBS checks/Food safety. Capacity 30 before reviewing venue locations.	
20241014/07	Report from Unitary Councillors - Cllr SC referred to the main areas with Bucks Council. - Patching of road surface A40 up to Tatling End. The next stage will be to patch up to Fulmer Lane. - Grass verge opposite the Fire Station is Bucks Council's responsibility. - Capital projects Upper Road footpath, the rest of the A40 road at Tatling End and possibly A412 Denham Green up to county boundary (not confirmed). - Cllr SC asked for suggestions, one of which was the inside lane of the A40 (heading eastbound) towards the Jct with A412. - Cllr JW would like to thank Cllr JC for his hard work to arrange a meeting with Thames Water about work commencing on Old Rectory Lane. - Bucks Council new housing number targets, raising awareness. - More budget pressures on Adult and Children Services	

	8) Community boards, more parishes joining, less money to go around. Lizzie also manages Amersham and Chesham who is taking over from Liz Charter. 9) 15 November – Proud of Bucks awards in Gerrards Cross. Cllr JC had sent in a report been involved with TVP about the pony and trap racing along the A413, increase in shoplifting and the active travel plan about walking and wheeling for disabled users using a Denham Link. He has been in touch with the Denham Green E-Act for them to attend the carol singing and to arrange Cllr AH to become a trustee governor.	
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) Action: Clerk to forward the NALC link to this site to Cllr AWH	Clerk
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. Proposed by Cllr AWH Seconded by Cllr SJ – A vote was taken of the members present 6 members voted in favour, One member neither voted in support, or against or abstained, the recommendation was agreed.	
20241014/11	LCWiP Response (To Note) DEN7/1 that was referred to item 4 of the minutes. The officer has explained no funding available to do this work.	
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 It was discussed that not enough information was provided on their accounts relating to question 9. From an audit perspective DPC should have more visibility with receipts. Happy to provide the grant but need to receive some substantive information as a first-time applicant.																							
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 Proposed by Cllr AWH Seconded by Cllr SJ - Agreed																							
20241014/ 16	Denham Parish Council Newsletter There was a general discussion about the newsletter that it may appear too wordy and to split it up between two separate editions and to break it up with pictures. Some dates may need to be removed, depending on date of publication. Action: Cllr SW and MH will review the newsletter	Cllr SW/MH																						
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) £72,834.92 presented <table><tr><th colspan="2">Expenses over £500 + VAT for September/October 2024 (To Note)</th></tr><tr><td>T Kavanagh – Event Caretaker - September</td><td>£2000.00</td></tr><tr><td>Dr Tec – Monthly IT Charges - September</td><td>£631.32</td></tr><tr><td>Turfcare – MB Grass and Marking - September</td><td>£701.15</td></tr><tr><td>Finding Fitness – Monkey Challenge Board</td><td>£4740.00</td></tr><tr><td>Ladbroke Electrical – Installation of solar lights in bus stops</td><td>£750.00</td></tr><tr><td>PKF Littlejohn – Audit Charges</td><td>£1260.00</td></tr><tr><td>Gallagher – Annual Insurance</td><td>£6163.44</td></tr><tr><td>Paul Bentley – Santa Service Grant</td><td>£600.00</td></tr><tr><td>Proludic – Alderbourne Play Area</td><td>£28820.99</td></tr><tr><td>Premier Clean – Graffiti removal x 5 bus stops</td><td>£900.00</td></tr></table>	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	
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	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		
	Groundworks – Interpretation Board	£2,196.00		
	SparkX – Morten Gardens Lampost	£2,887.33		
	Appliances – Washer Dryer/Dishwasher Bungalow	£1,200.00		
	Total	£71,093.73		
	Proposed by Cllr AH on the revised payments list – Members agreed.			
20241014/ 18	Date of Next Meeting 11 November 2024 at 7.30pm, at Denham Parish Council Offices, Village Road, Denham UB9 5BN			

A presentation of the video footage was shown at the end of this Part 1 session.

Signed: Derek Wilson – Executive Clerk and RFO

Date: 15 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

Chairman _____

Date _____