

You are hereby summoned to attend the **MEETING OF THE SERVICES COMMITTEE** on Monday 5 February 2024 at 7.30pm at the Parish Council Office, Village Road, Denham UB9 5BN.

Aims and Objectives of the Services Committee

- To progress concerns raised about BC highways and footpaths
- To monitor and extend parish services and their cost-effective provision across the Parish
- To monitor provision and maintenance of bus shelters, street lighting and public seating
- To monitor, provide and maintain Open Spaces, Play, Gym and exercise areas
- To monitor grass cutting, weed spraying, hedge flailing and siding out
- To pursue devolved service contracts that are beneficial to the Parish
- To oversee allotments committee and maximize usage of the allotments

Agenda No	Agenda Public recording of meeting to be agreed
20240205/01	Welcome & Acceptance of Apologies for Absence
20240205/02	Declaration of Interests
20240205/03	Public Session
20240205/04	Minutes of last meeting – 8 January 2023
20240205/05	Highways Update • 20210406/10 – A412 Footpath Flooding / HS2 UPDATE : Toni Chapman BC confirmed the commission form was sent to Atkins to : ❖ BC have commission Atkins to carry out the work i.e. the detailed design works an construction of the flood mitigation solution and to receive the quote for works. Waiting for update. See attached email. ❖ Emailed Sean Armstrong from HS2, waiting for update. ❖ BC Waste team sent email - A412 footpath. See attached email. ❖ Emailed LAT for Highway team to side out the path, so BC waste team and use the larger machine to clear the path properly. Waiting for update from BC.
20240205/06	Denham Green • Display on verge. UPDATE: Cllrs to look at contractor design ideas. See attached. • Finger pole signage – Cllr to discuss. Quotes provided. TO NOTE UPDATE : Finger post made of steel, 10 yrs. guarantee, comes in black & gold. 3 fingers per post and simple wording. See attached another quote. Waiting for updated quote 4 finger poles.
20240205/07	Wildflowers UPDATE: Contractor advised play areas, Cllrs EA & WD will look around all areas to see where suitable to plant. It was mentioned adding wildflowers to side of village green garage all agreed. • Verge by Landmark – Cllrs to agree designs for this area.
20240205/08	Dog & litter bins – Village Road & Higher Denham UPDATE: BC apologises for delay & will chase their contractors for installation date on the 2 dog bins for above sites. Dual recycle bins – Village Green, Station Parade & Tatling end. • Replace old bins with new dual recycle bins. UPDATE: BC do not offer the dual litter bins anymore due to previous issues with contamination from members of the public. The only bins we offer are the standard bins which are already on site.

20240205/09	New Denham • Oakside community land – J. Turner waiting on update from BC.
20240205/10	Martinsfield • Bookings/cancellation – On going. UPDATE : F&C clerk, DC & Cllr MH to discuss breakdown of the income, yearly and season costs in next month's meeting. • Potential use of space – Flood lights – On going. UPDATE : DC emailed Football federation for advice for funding for 3G multi pitches & flood lights was given information to contact rep for Berks & Bucks. To discuss options with Community board for funding – Site visit required for Brunel Uni and Golds sport centre to view pitches with Cllrs when available.
20240205/11	New PSC : Meeting had with new PSC on 26.01.24 discussed monitoring parents parking at school, will arrange meeting with Schools manager for educational talks, polite notices for cars illegally parked and confirmed that graffiti should be reported as a crime.
20240205/12	The Cricket Bungalow • Removal of roller. UPDATE : Roller still in situ due to wet weather , Chairman emailed, spoken to their groundsman, will send update W/E 2 Feb 2024. See attached email.
20240205/13	Higher Denham • Finger pole signage – TO NOTE. UPDATED : Finger post made of steel, 10 yrs. guarantee, comes in black & gold. 3 fingers per post and simple wording. • Footpath – Broken gate lane & Higher Denham – Cllrs to discuss. UPDATE : Cllr SJ walked the path & took pictures will submit a report on views.
20240205/14	Way & Tillard • Cricket field - Grass over rose bushes - COMPLETED. • CCTV – For ASB UPDATE : Discussed funding with Community board for fully operation CCTV. Will update once the Police funding form has been completed.
20240205/15	Denham Village • Notice board for walks x 3. UPDATE : DC discussed match funding with Community board & completed form with EC & sent to Liz Chater 22.12.23. ❖ 1 lectern will be put on Denham Village green, conservation team, confirmed no issues with this area, emailed Planning dept as requested by Conservation team, waiting for reply. ❖ Emailed Colne valley manager to support with walk about areas for Denham, and artwork, waiting for update. ❖ Cllrs to discuss - Areas to put 2 of the lecterns & designs for artwork. ❖ Quote 3 chosen by Cllrs for lectern . See attached. ❖ 1 quote from preferred contractor to install lectern. See attached. • Village Rd cobbled Verge – Outside White House UPDATE : Reported on Fix my street, job has a ticket to get resolved/ no time scale given. • Drainage UPDATE : Reported on Fix my street, task has been completed now with supper sucker.

20240205/ 16	Devolved Services • Grass cuts, Flailing & siding out for 2024/25 UPDATE : Report from BC to come out in Feb 2024. ❖DC & EC attended online training course for Tendering process. ❖Research on previous Tendering papers. • Flailing – Denham Green Lane & Tilehouse lane. UPDATE : Quote received – See attached.
20240205/ 17	Alderbourne play equipment & path. • Path - Received 3 quotes for tar & chip. See attached. • Play equipment – 3 site visits completed by 3 contract companies . Waiting for drawings and plans for new equipment and costs. Will take up to 3 /4 weeks to rec the plans. DC to discuss with Community board for support once all quotes agreed by Cllrs.
20240205/ 18	Bus shelter deep clean/graffiti – Discuss way forward to save costs.
20240205/ 19	Local biodiversity working plan. ACTION : Cllr EA to arrange meeting with PowerPoint presentation – working party needs to be arranged. ACTION : Cllr WD to contact local schools if they would be interested.
20240205/ 20	Allotments • KFC land - Ongoing UPDATE : Received land registry checks for land behind KFC. Letter sent to owners of property – waiting update. • Driveway - 3 Quotes provided for discussion. See attached. • Allotment report UPDATE : F&C confirmed nothing to report – meeting to be held on Wednesday .
20240205/ 21	• BMX field – Land belongs to Railway. TO NOTE Quote 2 agreed by all Cllrs in previous meeting for table tennis tables, DPC could buy 2 tables as land available. DC looking at contractor companies for quotes to level land before the purchase of table tennis tables. UPDATE : DC informed that table tennis balls are small and light and in an outdoor environment the balls tend to fly away, better option to be undercover. Discuss possible issues with Cllrs. UPDATE : Kick ball info and quote . See attached.
20240205/ 22	New Denham • Faults with streetlights – Chased contractor for quotes for new LED bulbs.
20240205/ 23	Future budgets • Open spaces • Play area – Refresh Alderbourne & new path. • Allotment driveway.

20240205/ 24	Services Finance - Budget Headings - Budget Comparison Report
20240205/ 25	<u>Items in Progress</u> - 20230403/07 – (Apr) - By-laws & PSPO -20231002/15 – (Oct) - Metal design memorial war bench – Cllrs will consider for another time.
20240205/ 26	<u>Future Agenda Items</u> War Memorial cleaning Wildfires – To discuss next year. Air Pollution – Discuss report in May/June 2024 DEFRA
20240205/ 27	<u>Date of Next Meeting</u> 4 March 2024 , Parish Council Offices 7.30pm

Signed: Jay Mitchener – Deputy Clerk

Date: 31.01.2024

Committee Members			
Cllr M Heath	Cllr S Jefferys	Cllr M Goonesekera	
Cllr E Austin	Cllr S Sproul	Cllr G Hollis	
Cllr B Keen	Cllr W Davey		