

You are hereby summoned to attend the MEETING OF THE **SERVICES COMMITTEE** on Monday 4 March 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
20240304/01	Welcome & Acceptance of Apologies for Absence
20240304/02	Declaration of Interests
20240304/03	Public Session
20240304/04	Minutes of last meeting – 8 January 2023
20240304/05	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 a 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. ❖ Requested BC Highway team to side out the path, siding out job booked in should be completed in a few weeks.
20240304/06	Denham Green • Display on verge. To Note . UPDATE: Our contractor has agreed to maintain this area for free as a good will gesture & will get information of slate monoliths ideas. They will do a site visit with local garden nurse for ideas and plants that are suitable.
20240304/07	• Finger pole signage – Cllr to discuss. Quote provided. TO NOTE UPDATE : Completed another visit. See attached updated quote. Cllrs to discuss areas again & costs. Contacted BC for use their posts and add new finger with signage.
20240304/08	Wildflowers To Note. 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.
20240304/09	Dog & litter bins – Village Road & Higher Denham UPDATE: BC have placed both dog bins . 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.

20240304/10	New Denham • Oakside community land UPDATE : Chased J. Turner waiting for update.
20240304/11	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 – On going. UPDATE : Site visit required for Brunel Uni and Golds sport centre to view pitch options with Cllrs when available.
20240304/12	Illegal parking notice . See attached. Update : Polite notice agreed by all Cllrs in Full council meeting .A5 posters created.
20240304/13	Wildfires.
20240304/14	Higher Denham • Footpath – Broken gate lane & Higher Denham – Cllrs to discuss. Action : Cllr SJ & DC do a site visit & look at signage and take pictures of area. Need to get quotes for re-surfacing.
20240304/15	Old Mill Road – Clearance. • Hedge cutting. Requested quote from our contractor, added to FMS and emailed LAT for information. • Litter picking. Requested handyman to clear some of the litter and added to FMS.
20240304/16	Way & Tillard – Cricket field • CCTV UPDATE : Request F&C clerk to ask Chair of allotments views on wildlife cameras – Waiting for update.
20240304/17	Denham Village – Working progress. • Notice board for walks x 1. UPDATE : Cllrs agreed to 1 x lectern for Denham Village green. ❖ Cllrs agreed to wood land artwork. ❖ Walks to be in different colours. ❖ Colne valley to add long walk they provided. ❖ To add QR code & logo for community board & Colne valley.
20240304/18	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 : COMPLETED
20240304/19	Aldbourn play equipment & path. • Path – All 3 quotes were questioned for costs. Requested quote for another option - See attached. • New Play equipment –2 quotes/ designs rec from contractor companies . Waiting on last quote. See attached. For 3 sensory items, traditional play, cradle swing, flat swing & a rocker. DC to discuss with Community board for support once all quotes agreed by Cllrs.

20240304/ 20	Bus shelter deep clean/graffiti . UPDATE : Contacted contractor for cost of coating the bus shelters. Waiting for update.
20240304/ 21	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.
20240304/ 22	Allotments • KFC land - Ongoing UPDATE : Received land registry checks for land behind KFC. Letter sent to owners of property – waiting update. • Resurfacing driveway. Contractor to start work on 26.02.24. Emailed F&C clerk with all details. • Allotment judging - 2 visits June/July & August/Sept Same people to do both judging. • Allotment report
20240304/ 23	• BMX field – Land belongs to Railway. TO NOTE Quote 2 agreed by all Cllrs in previous meeting for table tennis tables. DC looking at contractor companies for quotes to level land before the purchase of table tennis tables. Waiting for update. • Monkey Challenge – Children play equipment.
20240304/ 24	New Denham • Faults with streetlights – Chased contractor for quotes for new LED bulbs. Sent email to order 2 x lamps waiting for update
20240304/ 25	Future budgets • Open spaces • Play area – Refresh Alderbourne & new path. • Allotment driveway.
20240304/ 26	Services Finance • Budget Headings • Budget Comparison Report
20240304/ 27	<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.
20240304/ 28	<u>Future Agenda Items</u> • War Memorial cleaning • Air Pollution – Discuss report in May/June 2024 DEFRA
20240304/ 29	<u>Date of Next Meeting</u> 8 April 2024, Parish Council Offices 7.30pm

Signed: Jay Mitchener – Deputy Clerk

Date: 23.02.2024

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		