

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 2 September at 7.30pm at the Parish Council Office, Village Road, Denham UB9 5BN.

Councillors:	Cllr M Heath - Chairman (MH)	Cllr M Goonesekar (MK)
	Cllr E Austin - Vice Chairman (EA)	##Cllr S Sproul (SS)
	Cllr S Williams (SW)	#Cllr W Davey (WD)
	Cllr S Jefferys (SJ)	#Cllr G Hollis (GH)
Public:		# = Apologies Received
Clerk:	Jay Mitchener (DC)	## = Apologies Not Received

Meeting was voice recorded – Agreed by members present.

Agenda No	Agenda Public recording of meeting to be agreed	ACTION
20240902/01	Welcome & Acceptance of Apologies for Absence, Cllr WD, Cllr SS & Cllr GH	
20240902/02	Declaration of Interests - None	
20240902/03	Public Session – None	
20240902/04	Minutes of last meeting – 1 July 2024 – ALL AGREED.	
20240902/05	Highways Update • 20210406/10 – A412 Footpath Flooding / HS2 Flailing and siding out completed and key barrier removed to give BC waste team access to clean and sweep the footpath. Waiting for the detail designs and quotes for works from Atkins. ACTION : Email BC high level management team, Atkins, and Unitary Cllrs inform them of the Cllrs disappointment work hasn't started and still awaiting detail designs and quotes for work that should have been completed the end of August 2024.	DC
20240902/06	Re-instate railing under the railway bridge. Discussed the railing under the railway bridge, which belongs to Network Railway. ACTION : Chase Network rail for more information and support.	SW
20240902/07	Denham Green • Plant display on verge - Completed. NOTE: Contractor will maintain this area for free going forward, small plaque for thanks to be placed on the site. All AGREED to design for monolith. ACTION : Send image of monolith to all cllrs and get quote for design. ACTION : Get images & quotes to edge the verge with block stones to contain the white stones. Public Toilets : Waiting for quotes from the contractor and see if worth pursuing Signage on streetlight Woodhurst drive - Completed	DC DC DC
20240902/08	• Finger pole signage - Completed	
20240902/09	New Denham • Newtown Road – Damaged verge by SSE. Received Cheque £995.00 ex VAT from SSE for damages. ACTION : Order plants and install into verge. NOTE : Contractor will maintain the area going forward. Willow Banks – Hawthorne Drive request to move DPC streetlamp :	DC

Page 2 of 5

	ALL AGREED to Q1 – option 2 but voiced their concerns on the lights wrapped around all the branches. ACTION : Get contractor to confirm dates for the trim & remind them about the Christmas tree lights and not to cut them.	DC
20240902/ 14	Devolved Services. Grass cuts - Completed for July & August 2024. RoW – Completed 6 August 2024 Weed spraying – Completed ACTION : Confirm with contractor if Cheapside Lane weed spraying was done. • Tendering. It was mentioned that the tender documents were sent out on 24.07.24 to contractors and the due back date is 20.09.24.	DC
20240902/ 15	Play area refresh • Alderbourne play equipment refresh. Phase 2 Updated all Cllrs that the work will start on 12.09.24 and will take about 2 weeks to complete. Letter will go to local residents to make them aware. • Free display notice board design. All cllrs really liked the design of the display notice board. ACTION : Request to remove the otter image and replace with a red kite which is more native to Denham. Change Denham woods to Northmoor Hill woods ALL AGREED.	DC
20240902/ 16	• Bus Shelter: Deep clean/graffiti removed / anti-graffiti gel added 2 bus shelters – Station Parade shops and Oxford Gardens - Completed • Solar lights UPDATE : Waiting for quote from electrician contractor. • Warning signs UPDATE :Waiting to be installed by Denham warden once solar lights installed. • Dummy cameras. UPDATE: To be installed with the solar lights. • Bus shelter New Denham – near McDonalds. ACTION : Contact McDonalds and ask for contribution to pay toward removal of graffiti. ACTION : Get quote for other bus shelters with graffiti.	DC DC
20240902/ 17	Local biodiversity action plan. On going. • To improve & help local wildlife. Meeting booked for Thursday 5 September 2024 ACTION : To send agenda to all Cllrs and to contact EC for attendees replies.	EA
20240902/ 18	Denham warden job position – 5 days a week. A person has now been chosen for the role now. This will be ratified at full council meeting. • Cleaner for office and MB. Mentioned our cleaner is unable to clean MB after football matches now so we require a new cleaner. ACTION : New job description for office cleaning and for MB cleaning for next meeting. ALL AGREED.	DC
20240902/ 19	Allotments.	

	• Allotment report. No comments added from Cllrs. • Allotment judging – 2 visits – June/July & August/Sept.	
20240902/ 20	BMX field – Land belongs to Network Railway. • Open space field level off - Completed • Monkey climbing board to be installed on 12 September 2024.	
20240902/ 21	Higher Denham • Bench – Local resident donated memorial bench – Completed. •	
20240902/ 22	The Pygthle • Clearing of vegetation on footpath – area belongs to Network Rail, requested them to cut back vegetation – Completed. • Cut back vegetation by DPC streetlamp – Completed •	
20240902/ 23	Air Pollution – Report 2024 DEFRA A team meeting booked on Wednesday morning 04.09.24 with BC and Cllr to discuss the report. ACTION : To give update in next meeting. This may also be discussed in Full council meeting.	SW
20240902/ 24	Bakers Wood • Broken gate lane – Damage to streetlamp. Informed Cllrs, a local contractor hit streetlamp, admitted to the damages and costs. Streetlamp to be replaced on 29.08.24, issue found with cabling under the road. Will require permits, road closures and extra costs. Discussed work to be done at 8pm, causing less issues with residents. Letters will have to be given to residents to make them aware. Informed contractor with new update - more costs will be required, they don't have an issue and will pay. Waiting for new updated quote and date. ALL AGREED. ACTION : Give an update at the next meeting.	DC
20240902/ 25	Tree Survey for Denham play areas and village green. Pictures taken of trees DPC responsible for now – contacted 2 contractors, was informed that one contractor will have to do the survey and then another company will do the work. It was mentioned that the Turkey Oak tree at junction of A40/A412 lights belongs to DPC and to add this tree to the survey. ACTION : Send pictures of trees and areas to contractors and get quotes for work and dates. ALL AGREED.	DC

20240902/ 26	Streetlights scout survey – Free site visit by contractor Contractor sent out their team to check all our streetlights one evening and sent in the survey of which lamps needed work, lamps that were obstructed by vegetation and a streetlamp that is leaning, possible hit by a vehicle . Quote discussed. 7 lanterns, 7 trims - Costs £4,014.92 and leaning streetlamp £2,887.33 ALL AGREED. ACTION : Request the contractor to do the work required.	DC
20240902/ 27	Future Agenda / Budget Items • War Memorial cleaning • Wildflowers - look at this 3 month before (Dec/Jan 2025) – Add wildflowers to small patch by village garage. • Way & Tillard - Cricket Field – CCTV • Flood lights – Martinsfield. • Fencing 10ft – Martinsfield.	
20240902/ 28	Date of Next Meeting – 7 October 2024, Parish Council Offices 7.30pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 04.09.2024

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

Chairman _____

Dated _____