

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 4 November at 7.30 pm 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 G Hollis (GH)
	Cllr S Williams (SW)	Cllr W Davey (WD)
	#Cllr S Jefferys (SJ)	
Public:		# = Apologies Received
Clerk:	Jay Mitchener (DC)	## = Apologies Not Received

The meeting was voice recorded – Agreed by members present.

Agenda No	Agenda Public recording of the meeting to be agreed	ACTION
20241104/01	Welcome & Acceptance of Apologies for Absence, Cllr SJ, Cllr MG & Cllr GH	
20241104/02	Declaration of Interests - None	
20241104/03	Public Session – Nicolas Abadjian attended the meeting and is interested in becoming a councillor.	
20241104/04	Minutes of the last meeting – 7 October – ALL AGREED.	
20241104/05	Highways Update • 20210406/10 – A412 Footpath Flooding / HS2 It was mentioned that HS2 had a planned meeting with John Paintman (Commission dept) and Ryan from (Atkins) to receive the quotes for the works as the work was to start on the second week of November 2024.DPC did not receive the original quote or the plans but if we had, this could have been discussed if an uplift would be required. It was also noted that the final design had been passed onto BC Commissioning team and then passed to Balfour Beatty, but DPC has not seen any plans or quotes for the works. ACTION: To email Ryan from Atkins ACTION: Chase Toni from HS2 for quotes for the works and update.	SW DC
20241104/06	Re-instate railing under the railway bridge. Discussed the railing under the railway bridge, which belongs to Network Railway. ACTION: To email Joy Morrissey.	SW
20241104/07	Denham Green – To NOTE • Flower display on the verge – New edging. All agreed. There is an issue with stock levels but should be completed by the end of November 2024. Monolith – All Cllrs agreed to the monolith and installation ACTION: Order a metal plaque – Wording – 2024 at the top then below Celebrating 130 years of Denham Parish Council.	DC
20241104/08	New Denham • Oakside Community land – To Note. It was requested to try again to contact the agent as DPC are looking for land for biodiversity. ACTION: Email Josh (agent for BC), John Reed BC contact and Colne Valley as they originally started the project on this land and cc Unitary Cllrs	DC

20241104/09	Martinsfield • Refreshments – Tea/Coffee on Saturdays and Sundays. All Cllrs agreed. There was concern about the sole usage of the kitchen area. ACTION: Ask the contractor if they would have an issue if their equipment was used by another contractor. ACTION: What are they charging for tea, coffee and snacks? • Re-size 5-a-side pitches. A site visit was completed with the DUFC manager to discuss both current pitch sizes below as the youth teams were having playing issues. Current Pitch Dimensions Pitch 1 (Near road) Pitch Size: 34yds L x 25yds W Penalty Area: 10yds L x 18yds W Pitch 2 (Near houses) Pitch Size: 34yds L x 26yds W Penalty Area: 10yds L x 18yds W Requested DUFC to send in what they proposed could be more suitable if we had space. Proposed Pitch Dimensions – All Cllrs agreed Pitch 1 (Near road) Pitch Size: Increase length by 5yds total: • 1 yd at end closest to train tracks / G.D Landscapes • 4 yds at the end closest car park/changing rooms Penalty Area: Reduce to 8yds L x 16yds W Pitch 2 (Near houses) Pitch Size: Increase length by 5yds total: • 2 yds at end closest to train tracks / G.D Landscapes • 3 yds at the end closest car park/changing rooms Penalty Area: Reduce to 8yds L x 16yds W Emailed our contractors the new proposed sizes, and was informed it could be possible. ACTION: To email DUFC that Cllrs agreed to the new proposed pitch sizes. • Booking system website. FC confirmed that the new software (Lemon) would be compatible with the system she uses. Our current website is undergoing a refresh, once this has been completed the new booking system Lemon will be installed, which will support bookings, cancellations and payments. ACTION: Can information and the new link be added to our current website? Can the new booking link be used now? • MB youth team banner advert. All Cllrs agreed. Martin Baker agreed to the banner to be placed on the fence. The banner will be added shortly.	DC DC DC DC/EC

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	ACTION: Get quotes for a trailer and attachments for the vehicle.	DC
20241104/19	Allotments. • Solar CCTV to be installed – To Note • Allotment report. The previous Chairman has stood down and a replacement has been found. A letter was delivered to a plot holder's house to address issues reported at the allotments. It was suggested to contact HS2/Bosche for volunteers to support the clearance of overgrown plots. ACTION: Send a note of thanks to the previous Chairman and new Chairman. ACTION: Circulate The constitution to the Cllr MH/SW allotment committee and Chairman and organise a meeting. ACTION: Check if all water pumps are still working.	FC FC FC
20241104/20	Bakers Wood • Broken gate lane – Damage to streetlamp. Work completed. To Note It was mentioned that DPC had to pay our contractors for all the work required to replace the damaged streetlamp. Due to the extra cost of £8,838.00, it was sent to their insurance company as a claim. We are waiting for an update on when we will get refunded. ACTION : Chase for update	DC
20241104/21	Tree Survey for Denham play areas, village green and open spaces. All agreed. Discussed the 2 quotes received – Quote 1 (£4,450.00) was chosen to supply us with the survey. ACTION: Request survey from chosen contractors. ACTION: Get quotes from other tree surgeons for costs for the works required.	DC DC
20241104/22	Tennis board – To Note DPC to get the cost to build this wall with bricks, concrete and painted green. ACTION: Get more information.	DC
20241104/23	Streetlights free scout survey. All agreed Moreton Gardens streetlamp has been replaced due to damage caused by a vehicle. We require 7 lamp replacements – 8/10 weeks to wait for stock.	
20241104/24	Future Budgets • Open spaces. Defer for next meeting.	
20241104/25	Future Agenda • War Memorial cleaning – 8 Nov 2024. • By-laws & PSPO. • Wildflowers - look at this in Dec/Jan 2025 – Add wildflowers to a small patch by the village garage. • Way & Tillard - Cricket Field – CCTV • Metal design memorial bench.	

	• Weed spraying twice a year – May – July/August. • Fencing 10ft – Martinsfield.	
20241104/26	Service Finance • Budget headings. • Budget Comparison Report • MB Financial Comparison Report • Allotment Financial Comparison Report Payments list agreed. ACTION: To send a breakdown of the financial budget comparison report	<u>FC</u>
20241104/27	Date of Next Meeting – 2 December 2024, Parish Council Offices 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 05.11.2024

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

Chairman _____

Dated _____