

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 2 December 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)	AM N Abadjian (NA)
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
20241202/01	Welcome & Acceptance of Apologies for Absence, Cllr SJ & Cllr DW	
20241202/02	Declaration of Interests - None	
20241202/03	Public Session – NONE	
20241202/04	Minutes of the last meeting – 4 November – ALL AGREED.	
20241202/05	Highways Update • 20210406/10 – A412 Footpath Flooding / HS2 The project was completed on 20.11.24 by the contractors. HS2 will be supporting Denham Parish Council with wording for a letter for the funding. Waiting for the build report from Balfour Beatty. ACTION: Chase HS2 for the information on the funding.	DC
20241202/06	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
20241202/07	Denham Green – To NOTE • Flower display on the verge All agreed on the quote for the ornamental bark for the display verge £1100.00 • Monolith – Cllrs to agree at Full Council for payments to be approved of £1,135.00. To Note: Order a metal plaque for the monolith – Wording – 2024 at the top then below Celebrating 130 years of Denham Parish Council. Once the monolith is in place. All agreed. • Drop kerb – E-ACT Primary School. A resident has issues with wheelchair access for her child at the school, BC and the school don't have funding to make a drop kerb. Look to get part funding from the Community Board. ACTION: Get more information on where to place this drop kerb & a quote for the drop kerb. ACTION: Contact the Community Board for the funding process.	SW/DC DC

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20241202/ 12	Way & Tillard • Pollarding of Way & Tillard 18 Lime trees – £14,400.00 All agreed. Contractors booked from 29.01.25 to 07.02.25 – 8 days' work. Emailed the Cricket club regarding placing nets back their responsibility.	
20241202/ 13	Devolved Services. Devolved pack sent to all Services Cllrs to read through. It was mentioned that the pack was informative, clear and good. It was discussed whether would we do a 1-year contract or a 4-year contract with BC. How would we agree on a percentage increase over the 4 years? All agreed to a 4-year contract with BC. ACTION: Discuss the 4-year contract and increase costs. ACTION: Go through the pack with Denham's warden to make him aware of the instructions and give him a pack for reference. ACTION: Find out what the red book Chapter 8 is with LAT/and training. ACTION: Send pack to Cllr.	EC/DC DC DC DC/SW
20241202/ 14	Denham Village • Interpretation board for walks x 1 – Completed. • Trees cut back on the Village green. Contractor booked on 27.01.25 & 28.01.2025 2 days' work. Christmas lights on the trees were mentioned, as this used to be discussed in the Services meetings, but are now in Communities & events meetings. The trees need to be trimmed but difficult with the lights wrapped around the branches. ACTION: Add to agenda on Communities & events meeting – Trees. If new or original trees are discussed in communities the information needs to be then discussed in the next Service meeting. • Siding out – Cheapside Lane - Completed	DC
20241202/ 15	Play areas • New signage for all play/gym areas. All agreed. Quote discussed 7 x A3 composite alu signs with What3wrods added for locations £30 each.	
20241202/ 16	Bus Shelter A list was compiled of 10 bus shelters to target which of the 10 shelters need to be addressed because of graffiti. 7 shelters need attention. Quotes where requested, for deep cleaning, add anti-graffiti gel, solar lights, signage and dummy cameras. Still waiting to receive a few quotes. It was discussed to look at wireless cameras, that can record videos for evidence. ACTION: Provide full costs for the next meeting for shelters. ACTION: Provide information and costs for wireless cameras.	DC MG
20241202/ 17	Local biodiversity working party. Ongoing. An email was sent to the office, but not found. ACTION: Forward the draft email and send it to DC.	EA/DC
20241202/ 18	Denham warden • Equipment. Leaf blower - Bought and a very useful tool for us. Portable jet washer – Not suitable for our needs ACTION: Need to return and get a refund. Trailer – To Note – Need to fix the Village Green garage doors in the first instance to be able to store the trailer inside.	FC/DC

	ACTION: Get a quote for the garage with 2 wooden doors that look the same as in a conservation area. ACTION: Site visit and advise what would be required.	DC NA
20241202/ 19	Allotments. • GPS wireless cameras. ACTION: Provide information and costs for wireless cameras that record. • Allotment report. Rules need to be readdressed on tolerance and would like to discuss them before being put in place. ACTION: Provide the rules for allotments to Services.	MG FC/MH/ SW
20241202/ 20	Bakers Wood • Broken gate lane – Damage to streetlamp. Work completed. To Note A breakdown of costs was sent to the contractor's insurance company as the costs exceeded £2,000.00 – Total costs £8,838.00. Waiting for an update. ACTION: Chase for update.	DC
20241202/ 21	Tree Survey for Denham play areas, village green, allotments and open spaces. All agreed. £4,450.00 Should receive the survey shortly. ACTION: Update Cllrs once received.	DC
20241202/ 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
20241202/ 23	Streetlights free scout survey. All agreed 5 lanterns were repaired out 7. 2 assets No 199 – Goodlake and No 231 Denham Way are dead service, will need to report to SSE the cost for each is £127.00. ACTION: Report to SSE. ACTION: Report if NO 199 not working Goodlake. ACTION: Report if NO 231 not working Denham Way. ACTION: Look for other light companies and their charges.	DC EA SW DC
20241202/ 24	Future Budgets • Open spaces. Discussed if the gym equipment could be removed from W&T and placed in another play area and add some children's 5/11 yrs old play equipment instead. ACTION: Ask if the gym equipment can be moved and re-installed.	DC
20241202/ 25	Future Agenda • War Memorial cleaning – 8 Nov 2025. • 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.	

20241202/ 26	Service Finance • Budget headings. • Budget Comparison Report • MB Financial Comparison Report • Allotment Financial Comparison Report Payments list all agreed £2,114.95	
20241202/ 27	Date of Next Meeting – 6 January 2025 , Parish Council Offices 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 04.12.2024

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

Chairman _____

Dated _____