

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 6 January 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:	None	# = 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
20250106/01	Welcome & Acceptance of Apologies for Absence, Cllr G Hollis.	
20250106/02	Declaration of Interests - None	
20250106/03	Public Session – None	
20250106/04	Minutes of the last meeting – 2 December– ALL AGREED.	
20250106/05	Highways Update – To Note 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. It was mentioned that since the work has been completed no issues have been reported regarding flooding of the path or being muddy.	
20250106/06	Re-instate railing under the railway bridge. To Note Discussed the railing under the railway bridge, which belongs to Network Railway. UPDATE: Head of highways is in communication with Network Rail, waiting for an update from BC Cllr JC.	SW
20250106/07	Denham Green Verge display – Edging of verge & display Informed Cllrs the work will start in early January. Monolith Monolith has been ordered and will be installed in January. To Note: Will 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 have no funding to make a drop kerb. Site visit completed to confirm the area and meeting booked in January with the Community Board for application for part funding. ACTION: Get quotes for the drop kerb.	DC

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20250106/ 10	Job Vacancy Cleaner for Parish office and MB. Currently, we have 2 cleaners one for the Parish office and one for MB, when MB gets busier with bookings a cleaner will be required every week. ACTION: Contact contractor companies on hiring costs.	DC
20250106/ 11	Old Mill Road – Whitbread land Clearance. To Note Hedge cutback. Agent for Whitbread confirmed no action will be taken to cut back any other vegetation on BC boundary. ACTION: Request support/advice from LAT.	DC
20250106/ 12	Buckinghamshire Lane Rental Scheme (BLRS) Formal consultation on the proposal by BC to operate a lane rental scheme. ACTION: Add to Full council agenda, requested BC Cllr JC on his views	EC/SW
20250106/ 13	Devolved Services – Expression of interest 2025/26 The handyman was made aware of the requirements for devolved services and we were informed by the LAT that “Red Book Chapter 8” is for traffic management. Discussed what the increase would be for the 4yrs and that we have an option for 1 year or for 4 years. All agreed to a 4-year contract with BC in the previous meeting. ACTION: Look at the contract and find out if we can opt out if we pick 4 years. ACTION: Contact BC to confirm if this is for Highways or grass cutting. ACTION: Inform BC FC meeting on 13.01.25 will have to inform them after the meeting. ACTION: Precept for next year, cut-off dates, when do we have to have it in by?	DC DC DC EC
20250106/ 14	Denham Village Trees cut back on the Village green. Contractor booked on 27.01.25 & 28.01.2025 2 days’ work. To cut back all trees as much as possible. ACTION: Can contractors do what the tree survey suggested at the same time? Village garage door replacement. Contacted 8 companies for site visits and quotes. Received one quote with little detail and requested the company for more information, 2nd site visit was completed, chased for a quote several times, and still waiting. 3rd site visit was completed on 06.01.25, should receive the quote this week. ACTION: Get a picture of the wooden door and it should have a walk-in door.	DC DC
20250106/ 15	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. The cricket club have been informed of the dates and it is their responsibility to remove & replace the safety netting.	
20250106/ 16	Play areas New signage for all play/gym areas with What3words – Completed. All signage has been placed in all the play areas and open spaces. ACTION: Contact the Chairman of Higher Denham and give him the signage.	DC

20250106/ 17	Bus Shelter - NOTE: One bus shelter is not in use. Deep clean/anti-graffiti gel added: Provided full costs for 5/7 shelters. All agreed to the cost for 7 bus shelters. ACTION: Get 2 separate orders, 1 for graffiti and 1 for deep cleaning Solar lights: All agreed for 6 bus shelters. ACTION: Needs to be discussed at FC. Installation - Electrician: All agreed to 6 bus shelters. CCTV signage: All agreed to CCTV in operation when we get costs for cameras.	DC/FC DC/EC
20250106/ 18	Local biodiversity working party. Ongoing. Informed Cllrs meeting booked with Colne Valley, working party and others on 22.01.25 It was mentioned the need to look at the budget. ACTION: Send an email to EC, about what will be needed for the meeting. ACTION: How much is in the budget?	EA EA/EC
20250106/ 19	Denham warden • Equipment. Leaf blower – Works well. ACTION: Put on social media not to blow leaves down the drains or on the roads. Portable jet washer - Not suitable for our needs. ACTION: Need to sell the equipment. Trailer – To Note – Need to fix the Village Green garage doors in the first instance to be able to store the trailer inside.	SW FC
20250106/ 20	Allotments. • GPS wireless cameras. ACTION: Provide information and costs for wireless cameras that record. • Allotment report. Nothing to report this month.	MG
20250106/ 21	Bakers Wood • Broken gate lane – Damage to streetlamp. Work completed. To Note The insurance company is only willing to pay £5000. Informed them this was not satisfactory and would require £ £7,365.00. Copied in the third party to make them aware. Will now send the third party an email suggesting they pay the outstanding of £2,365.00. ACTION: Give an update for the next meeting.	DC
20250106/ 22	Tree Survey for Denham play areas, village green, allotments and open spaces. The tree survey was discussed, and it was mentioned that the trees we are responsible for are in good condition, but for a few exceptions. Discussed the 3 quotes received and quote 2 was chosen and agreed by all. ACTION: Ask the contractor if they could match £5,610.00	DC

20250106/ 23	Tennis board – To Note DPC to get the cost to build this wall with bricks, concrete and painted green. ACTION: Get more information.	DC
20250106/ 24	Streetlights free scout survey. All are issues fixed now.	
20250106/ 25	Future Budgets • Open spaces - To Note. 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
20250106/ 26	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.	
20250106/ 27	Service Finance • Budget headings. • Budget Comparison Report • MB Financial Comparison Report • Allotment Financial Comparison Report	
20250106/ 28	Date of Next Meeting – 3 February 2025, Parish Council Offices 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 07.01.2025

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 _____