

Minutes of the meeting of **COMMUNITIES & EVENTS COMMITTEE** on Tuesday 14 May 2024 at 7.30pm at Parish Council Office, Rear of memorial hall, Village Road, Denham UB9 5BN.

Councillors:	Cllr A Hans (AH) - Chairman	# Cllr S Jefferys (SJ)
	# Cllr B Keen (BK) – Vice Chair	Cllr G Hollis (GH)
	Cllr S Williams (SW)	## Cllr M Goonesekera (MG)
	Cllr W Davey (WD)	## Cllr S Sproul (SS)
Clerk:	Derek Wilson - Clerk	# = Apologies Given ## = Apologies Not Given

Meeting was Voice-Recorded

Agenda No	Minutes	Actions
20240514/ 01	Welcome & Acceptance of Apologies for Absence • Cllrs B Keen & S Jefferys gave their apologies	
20240514/ 02	Declaration of Interests • No declarations recorded	
20240514/ 03	Public Session • No members of the public present	
20240514/ 04	Election of Chairman • The Clerk took over this role and asked for nominations for the position of Chair of this committee. Cllr SW nominated Cllr AH for the position of Chairman. This was agreed by all members present for the ensuing year 2024-25.	
20240514/ 05	Election of Vice-Chairman • This item has been deferred to the next meeting of this committee.	
20240514/ 06	Minutes of last meeting – 16 April 2024 • The minutes were agreed at the Full Council Meeting last night.	
20240514/ 07	Events There is a page within your pack of all the events taking place in Denham, which should go out to all Councillors to inform them. This will be updated (as and when) by DC. • Memory Café – 11am to 2pm, 1st Friday in the month 12 January 5 July Cllr SW not available 2 February 6 September 1 March 4 October 5 April 1 November 3 May 6 December 7 June Cllr SW now available. • Social Afternoon with Bingo – 3 to 5pm, Sunday 11 February 11 August 17 March – Irish theme. 1 September 14 April 20 October 12 May 17 November (Date changed from 10 Nov) 2 June 8 December 14 July Cllr SW not available for 17 March.	DC

	Music on the green dates - 3rd Sunday in the month. 19 May Chasing Deer 18 August Eclectica 16 June The Styles 15 September Tracey O'Connor 21 July Mandolyn Mondays Tom & Dean will need to put up the gazebo this Sunday – Clerk to check that they can arrange this between them. Cllr AH can assist if required.	EC/AH
20240514/08	Beating of the Bounds Rogation Sunday 5th May – 2 Route planned - Refreshments and maps provided on the day. 3 people attended due to the Bank Holiday and another event also taking place on that day. - This item to be removed from the agenda but to be placed under future agenda items for forward planning events 2025.	DC
20240514/09	Annual Parish Meeting – 8th May 2024 - The event was attended by some local residents who raised some issues at the meeting. - It was raised as to whether we should have an Annual Parish Meeting. The Clerk will check as he believed there should be, along with an Annual Council Meeting. - Also, to remove this agenda item and place it under Future Agenda items.	EC DC
20240514/10	Unveiling Denham Flag – Saturday 11th May 2024 – 12pm on Village Green. - This was a good event with Joy Morrissey MP attending. The Chair thanked Cllr WD for sorting out a Town Crier for the event and was well attended by council. - Arrange the Union Flag to go up with the Denham Village flag. DC has this in hand.	DC
20240514/11	Cllr - Stall on Station Parade outside Solicitors – Confirmed date 18 May 2024 – 10am 1pm – 2 cllrs every hour. - Solicitors have confirmed new date & use of their toilets. Cllr MG has given his apologies. Clerk to send email to all Cllrs to remind them about the event. - Newsletters, How to be a Cllr and Who to contact leaflets to hand out. Qty 100. Contact form with pens. Tom is setting this up.	EC EC
20240514/12	Denham Village Fayre - 27 May 2024 10am-4pm – All Cllrs to support on a rota. - Stall booked with St Marys Church. - Request for tablecloth with Denham Logo. This has not been possible to use the two blue tablecloths. - We have the Denham wavy flag and support. - Sent calendar reminder to Cllr AH to buy drinks for fayre. Arrange for tea urn's, water containers etc to be available. 200 Newsletters to be printed professionally for this event and to include it within a pack of A4 plastic sleeves containing, How to be a Cllr and Who to contact leaflets and list of events. Make the events list a bit jazzier to focus attention. Cllr AH will arrange Hot Chocolate and refreshments are available. Rota needs to be prepared for who can be available for running our stall. DC to organise.	EC/DC F&C DC

20240514/ 13	80th D-Day Anniversary – Confirmed date: Sunday 9th June 2024 – 2pm to 5pm. - Event to be held on Village Green now. - Cllr SJ booked Singers, ice cream van, 2 x donkeys - supporting with working party. - Cllr SW to prepare a D-Day quiz and for the winning entries to be entered into a hat with one drawn out to win a prize. Maybe an Adult and Children's version with different types of prizes. - Veterans possible living in Denham may wish to join us at the event. - The ATC need to get permission from Wing before they can confirm their attendance. - It would be good if a bugler could attend. DC has already tried a number of organisations. Cllr MG may be able to assist on this issue.	SW DC
20240514/ 14	DPC 130-year celebration – Confirmed date: 7th September 2024 – 2pm to 8pm. - Cllrs SW contacted amusements for fairground. Cllrs SW, Cllr SJ & Cllr MG to support working party, arrange videos and photos on the day. - The booking of the grounds and the fairground has been done. - Once DC is back to arrange a meeting with the working party on progression of activities.	DC
20240514/ 15	Sunday morning farmers market - First Sunday of the month. - Cllr GH provided contact information – Forwarded to Cllr AH 21.03.24. - A suggested location is to use the far end of the car park. Chiltern Railways allowed this and the car park to be used free of charge. The contact is Adrian Shooter. EC to contact to see if this is possible.	EC
20240514/ 16	Volunteering. NOTED	
20240514/ 17	Training. NOTED	
20240514/ 18	Funding and Grants - Co-op-Memory Café – Grant soon to be opening and received grant funding from St Francis, New Denham & Willowbank Community Association for £1000 to be used solely for the Memory Café. It was advised that we should send a letter thanking them for their contribution. - Defibrillator – All new defibrillators installed at 7 locations around the parish.	
20240514/ 19	Band Selection – Music on the Green This item should be removed as all the bands have been selected and booked.	
20240514/ 20	Memory café & Afternoon Social and Bingo. DBS checks – Standard or enhanced. DC to get everybody's DBS and Food hygiene Level 1 checks.	DC
20240514/ 21	Newsletter 2024 - This should be done a quarterly basis with this recent version in May. The next edition 30 Sept, 31 Jan and April 2025. To be added to Future Agenda items. - The next edition will focus on Services, then Communities, followed by Planning and then Finance to deal with the budget. Preparation work for new editions should happen a month before it is needed. - Distribution needs to be thoroughly checked to confirm that these newsletters can be delivered throughout Denham.	DC F&C

20240514/ 22	Shop Fronts. Noted. Need to completed land registry for all dwellings involved. To Note - Flags - Hanging baskets Land registry searches still need to be arranged, not time critical as other factors need to be considered, obtaining quotes for flagpoles and flags. Preparation work should be done this year for implementation next year.	EC/DC
20240514/ 23	Daffodils – To Note This should be monitored next year to see how they come up.	
20240514/ 24	Video presentation for Denham - The Clerk advised that they had received a response from the drone video footage company to advise that some footage may not be possible due to Flight Restriction Zones (FRZ) around Denham Aerodrome and RAF Northolt. The cost dependent of number of days etc around £3k to £4k but this cost will be spread out over the 12 months. - EC to obtain further quotations from other companies that may provide this service. Met 1 in Chalfont St Peter do provide video footage. Website Design – This item will be an additional item on the agenda, as the website is absolutely appalling and needs a drastic re-design. Three website designers should be contacted locally to obtain quotes and maintained. To try to upload data is limited to 350kb and is not user friendly. Due to the strategic nature involving the parish it should be the responsibility of EC.	EC EC
20240514/ 25	Bucks Street trading policy - As discussed in Full council meeting. - Cllr GH read out email communication between him and Bucks Council. - Denham Parish Council has done a response to this consultation, which will be forwarded to Joy Morrissey MP, BALC.	EC
20240514/ 26	New First aid box This has been purchased and will go out to events. This item can be removed from the agenda.	
20240514/ 27	Finance Reports Attached. Budget heading report. (To Follow) This is last year's data up to the end of financial year spent £40k Budget £72k approximate. Next meeting should have the new financial data for the current year.	
20240514/ 28	Items in Progress: Men in sheds – This item can be removed from the agenda and placed under Future Agenda items.	
20240514/ 29	Christmas lights – Separate electrical supply unit for New Denham Community Centre for £875.00 – This was debated at the last meeting and approved. Remove agenda item.	
20240514/ 30	Future Agenda Items - Poppies & Silent Soldiers – Remove on 24 Nov - Christmas lights 2024 – Oxford Rd, top village rd. Denham Green, Tatling End & railway bridge. - Christmas Tree - 1 December - Carols on the green - 1 December - Christmas Fayre - Co-op grant funding	

20240514/ 31	Date of Next Meeting Tuesday 18 June 2024 at 7pm (Please note NEW time for meetings)	

Meeting concluded at 20.40hrs

Derek Wilson – Clerk
Thursday, 13 June 2024

Committee Members			
Cllr A Hans Chairman	Cllr S Jefferys	Cllr S. Williams	Cllr M Goonesekera
Cllr B Keen Vice Chair	Cllr S Sproul	Cllr W Davey	Cllr G Hollis