

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)	# AM J Griffiths Heath
	Cllr J Walsh (JW)	
Clerk:	Jay Mitchener - Clerk	# Apologies Given ## Apologies Not Given

Agenda No	Minutes	Actions												
20241119/01	Welcome & Acceptance of Apologies for Absence Apologies were received by Cllr SW, Cllr WD & AM JGH - Cllrs SJ arrived at 7.11 pm													
20241119/02	Declaration of Interests No declaration of interests.													
20241119/03	Public Session NONE													
20241119/04	Minutes of the last meeting – 22 October 2024 Minutes agreed by all Councillors.													
20241119/05	Events Memory Café -11am to 2pm, 1st Friday of the month 2025. (6 months) <table border="0"> <tr> <td>10 January.</td><td>4 April</td></tr> <tr> <td>7 February</td><td>2 May</td></tr> <tr> <td>7 March</td><td>6 June</td></tr> </table> Afternoon Social and Bingo – 3 pm to 5 pm, Sunday 2025. (6 months) <table border="0"> <tr> <td>19 January</td><td>13 April</td></tr> <tr> <td>16 February</td><td>11 May</td></tr> <tr> <td>16 March</td><td>8 June</td></tr> </table> Music on the Green dates - 3rd Sunday in the month 3 to 5pm Waiting for dates and bands for 2025. ACTION: Add dates and bands for the next meeting. ACTION: Requested to replace Tracy O’Conner with The Styles. Discussed placing a notice stand for future events, explained the Village Green is on conservation land, so not possible, could ask permission from the Memorial Hall. ACTION: Provide information for the next meeting. ACTION: Get a quote for an eco-friendly noticeboard to advertise events.	10 January.	4 April	7 February	2 May	7 March	6 June	19 January	13 April	16 February	11 May	16 March	8 June	Cllr SW/FC FC DC DC
10 January.	4 April													
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20241119/06	Denham Village Green. • Christmas Tree. The tree ordered & installation date will be on 28.11.24 • Decorate the Christmas Tree – 30.11.24. Baubles will be brought to the office this week to check them. The tree will be decorated by the children on 30.11.24. ACTION: Décor to be organised.	Cllr SW
20241119/07	Christmas lights 2024 – General light Switch on 1 Dec 2024 – Switch off 6 Jan 2025. • Moorefield Road - Large tree—On 25.11.24, lights will be installed on the tree and will be ready for the switch on 1 December 2024. • Station Parade – Outside shops x 3 trees. ACTION: Broken tree branches need to be removed. • New Denham – 9 streetlamps will be turned on 1 December 2024 to switch off on 6 December 2025. • New Denham outside Community Hall – Ready for switch on 1 Dec 2024. ACTION: Issue with light switch at the Community Centre. Look at this 2025. • Tatling End – Tree by Londis. ACTION: Needs stripping out and re-done. To look at this in 2025. • Denham Village Green trees – Switch on 1 Dec 2024 • Christmas Tree – Switch on 1 Dec 2024 or 6 Dec 2024 ACTION: Check the timings for the Christmas tree light switch on. ACTION: Broken branch - needs sorting out. • Higher Denham – HD organises the lights, but DPC supplies the lights. ACTION: Look at extra lights for 2025. It was mentioned to revisit the costs of maintenance, supply and fit for the Christmas lights in Denham and look to get a single contractor to do all the lights or go out for Tender in 2025. ACTION: To supply costings as soon as possible.	Cllr SJ Cllr SJ Cllr SJ Cllr SW Cllr SJ Cllr SJ Cllr SJ
20241119/08	Carols on the Green – Friday 6 December 2024 (1st Friday in December) 6 pm-8 pm. Set-up at 5.30 pm Carol singers have been organised – singing starts at 6 pm for 45 minutes. The band has been booked. 6 pm - 8 pm. Attending will be Cllrs SJ, AH & BK., Cllr SW will be away. ACTION: Email all Cllrs for support on the night & Denham Warden. ACTION: Send a reminder for hot chocolate - get pre-filled cups, mince pies, mulled wine & water. ACTION: Need tea urn, tables, banner, gazebo, black bags & serviettes ACTION: To organise and support on the night with Carol singers & band. ACTION: Purchase a small gazebo.	DC DC/Cllr AH DC Cllr SJ DC

20241119/ 09	DPC – Christmas dinner. 12 December 2024 – 7 pm. Booked. It was mentioned that our 2 new Associate members have been invited and are coming, we are just waiting for 3 menu choices.	
20241119/ 10	Sunday morning farmers market - First Sunday of the month 2025 – Spring/Summer months - To Note. Mentioned that the organiser are away till 21 Nov 2024, waiting update if the car park at Denham Village Infant School would be suitable. School mentioned a charge may be applied for the use of their car park. Not had a reply from Denham Primary School. ACTION: Ask the pub.	DC
20241119/ 11	Newsletter 2024 Printing: On hold presently as information needs to be added. Contractor ready to start printing, when given the go-ahead. ACTION: The newsletter needs to go out by Wednesday/Thursday this week. Distribution: Contractors waiting for the printed Newsletters. ACTION: Send printed Newsletters to distributors once ready.	Cllr SW DC
20241119/ 12	Shop Fronts. To Note • Flags • Hanging baskets Informed the Cllrs that this is a large project, site visits completed already by contractors and DC/EC, the land registry needs to be completed for 18/20 flats and get authorisation to install the flag and basket holders. Please note most people don't like flag noises hitting their windows. ACTION: Land registry to complete for all properties. ACTION: Cost for flag poles and flags. ACTION: Cost of maintenance for hanging baskets.	EC DC DC
20241119/ 13	Video presentation for Denham Notified them of a selection of events in 2024 They will attend, Christmas Lights, 01.12.24, Carols on the Green 06.12.24, Memory Café 06.12.24. social afternoon tea & bingo 08.12.24. They will have notices stating filming is in process.	
20241119/ 14	Website – On-going Website updates are seen with the shortcuts for all events, allotments, football bookings, grant applications, becoming a volunteer/Cllrs, planning applications and walks around Denham. Still, pictures and videos from the drone company are to be added. It was agreed to keep 5 yrs of data on the website. ACTION: Get a collection of pictures of events, areas, the flag etc for Cllrs. ACTION: Show the Cllrs the end product before the website goes live.	All Cllrs DC
20241119/ 15	Items for events. • Hi-visibility jackets – DPC volunteer- printed on the back - On Order. • Defibrillator packs x 3 – All Cllrs agreed to the cost. • Promotional banners. All Cllrs agreed -To NOTE Update banners for 2025. Require artwork and info from Cllrs, will get artwork, still pictures & video from Drone company.	

	❖ Neighbourhood Plan – Keep this one. ❖ Services – Add the list of play areas, add Sports club support, add a picture of DUFC playing on Martinsfield, remove wildflowers, change to biodiversity, remove BC heading and replace with Fix My Street, add new picture of Denham Green play area, keep the gym picture, get updated picture of DU ladies football team playing, keep allotments & remove the picture of tracker and replace with picture of cricket. ❖ Finance - Pie charts can remain, remove info at the bottom and change to something else. ❖ Community Projects – Keep Denham in bloom, keep silhouettes & poppies replace pictures, keep defibrillators add a new picture, add Martinsfield, add new pictures of Christmas lights on Denham Village Green and Denham green lights under the bridge. ❖ Tilehouse lane & MC – Remove Tilehouse lane title, Keep Memory Café, keep Social Afternoon & bingo, keep the same quotes, add new pictures of both events and add new pictures of Chiltern Air Museum. ❖ Community events – Keep music on the green, remove beating of the bounds, replace it with Memory café, and add Christmas Carols with new pictures. ACTION: Request new pictures of events from Cllrs.	DC
20241119/16	Funding & Grants – To Note • Co-op – This is for Denham Community Charity (CIO). Informed the Cllrs that we should hear the results in late November 2024 for grant funding. ACTION: Update Cllrs on results	DC
20241119/17	Online training & checks Memory café & Afternoon Social and Bingo. • DBS checks. Was informed by the company it has been 6 months since DPC requested the checks, need to pay for the course completed so far, or the information will be deleted for GDPR. Contacted the volunteers from Memory Café to complete their DBS, they are coming to the office next week. ACTION: Pay for completed courses, then add Associate members to do checks. Food hygiene course - Changed to Level 1 – £9.50 It was agreed to pay for the certificate to date. The volunteers who have not complete the training can read the laminated (FSA) copies. These will be supplied at every food event. ACTION: Send link to 2 Cllrs.	DC/FC DC
20241119/18	Finance – To Note It was agreed by all Cllrs going forward the only report required is the financial report for all Committee meetings. ACTION: Don't provide the Budget headings summary again, it is relevant. ACTION: To send out the most up-to-date financial report to all Councillors as it was missed out in the Full council meeting.	FC FC
20241119/19	Future Agenda Items • Newsletters 30 September 2024 - 31 January 2025, and April 2025. • Co-op grant funding – November 2024 • Poppies & Silent Soldiers – Install last week 28 Oct and Remove by 19 Nov 2024. ACTION: Change dates for 2025.	

	• Christmas lights 2024 Oxford Rd, Top Village Rd. Denham Green, Tatling End & Railway bridge. ACTION: Tatling End redo with new lights, Station Parade shop, 7 broken branches & redo lights, Village Green 4 trees with 24 branches broken & lights not working to in 2025. • Higher Denham Christmas lights – Supply lights in 2025. Christmas Tree – Installed 28/29 Nov – Decorated on Saturday 30 Nov for switch on 1 December 2025 • Carols on the Green - 6 December (Friday) • Christmas Fayre – Start working party Feb 2025. Sunday 30 November 2025 – date booked for event. • Beating of the Bounds Rogation Sunday 25 May 2025 • Annual Parish Meeting May 2025 • Festival in the Field – Sunday 29 June 2025. • Funding & Grants. • Men in Sheds • Event for elderly persons 2025	
20241022/ 20	Date of Next Meeting Tuesday 17 December 2024 at 7 pm Denham Parish Offices, Village Road, Denham UB9 5BN	

Jay Mitchener – Clerk
Thursday, 12 December 2024

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