

Minutes of the PARISH COUNCIL meeting

Held on Monday 11th April 2016 at 7.45pm in the Parish Council Office, Denham

Cllrs.	Mrs M Heath (Chairman)	#Miss S Jefferys
	Mrs T Riley (Vice-Chairman)	Dr J Newby
	#Mr B Harding	##Mr G Hollis
	Mrs K Bowen	Mrs S Williams
	Mr W Davey	Mr A Hans
	Mrs M Skelton	#Mr S Sproul
	Mr A Pamment	
Clerk.	Mr J Coleman	
Co-Clerk.	Mr R Hill	

The Press and Public are entitled to attend the meeting. However, the Council may pass a resolution excluding them at any time or at any stage of the proceedings, on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and what the nature of the interest is.

1. Public Session

No guests or members of the public attended the meeting.

2. Apologies for Absence.

Apologies denoted by # above

Absences denoted by ## above

3. Notification of any other Business

The Chairman made the following announcement:

It is with deep regret that we learn of the death of long standing Denham resident Alan Mellor. Alan lived for many years in Blacksmiths Lane and was a former member of the Tatling End Residents Association Committee. His funeral will be held on Tuesday 18th April at 11.00 am at the Chiltern Crematorium in Amersham.

4. Agreement to discuss matters in **Part 2**

Agreed.

5. Matters under Urgent Action since Last Meeting (14th March 2016)

None.

6. Chairman's Report

The Chairman reported that she had attended a meeting of the New Denham Quarry Liaison Committee on the 5th April 2016. The Chairman advised that she had brought a set of maps to the meeting for any member that wished to view them. Cllr. Skelton stated that the

proposed lakes appeared to be quite small. Cllr. Williams replied that there were two lakes, a rowing lake and a much larger yachting lake. Once finished the yachting lake will be 45 acres. It was noted that the planning application for the relocation of the Hillingdon Outdoor Activity Centre (HOAC) has not been submitted to date and it was still unclear if Hillingdon Borough Council will continue to support HOAC financially when it is relocated to Denham.

7. Report from County Councillor

There was no report from the County Councillor. Cllr. Reed had given his apologies for absence to the Chairman.

8. Reports from District Councillors

There were no reports from District Councillors and no District Councillors present at the meeting.

9. Reports From Outside Bodies

Minutes from the New Denham Quarry Liaison Committee held on the 4th June 2014 had been distributed to members prior to the meeting and were noted by the members.

The minutes of the SBALC Meeting held on 21st January 2016 had been distributed to members prior to the meeting and were noted by the members who thought that the minutes from SBALC meetings took a long time to be published. The issue of South Bucks District Council (SBDC) failure to introduce a Community Infrastructure Levy (CIL) or a Section 106 scheme was raised. CIL and Section 106 are schemes whereby the developers of large infrastructure projects pay a levy to the local planning authority as a percentage of the build cost, a part of which *should* filter down to the parish council. SBDC do not currently operate this scheme which has been particularly successful in West Wycombe.

10. Correspondence List

The Clerk had not received any requests for items on the Correspondence List prior to the meeting. Noted by the members.

11. Accounts

A set of income and expenditure accounts had been distributed prior to the meeting. Cllr. Hans commented that some areas of budget had not been spent; The Chairman explained that the underspent sums in some cases will be carried forward to 2016/2017. Cllr. Hans observed that the Communities and Events committee was showing an underspend to budget; again the Chairman explained that this was due to the residents survey not taking place and the website development not being completed.

12. NALC Financial Regulations

A set of revised NALC Financial Regulations had been distributed to members prior to the meeting. The revised Financial Regulations had previously been approved by the Finance Committee at the meeting held on the 21st March 2016. Cllr. Skelton proposed that the revised Financial Regulations be adopted by Denham Parish Council, seconded by Cllr. Hans and AGREED unanimously.

13. Risk Assessment

The Risk Assessment document had been updated and distributed to members prior to the meeting. The revised Risk Assessment document had previously been approved by the Finance Committee at the meeting held on the 21st March 2016. Cllr. Riley proposed that

the revised Risk Assessment document be adopted by Denham Parish Council, seconded by Cllr. Skelton and AGREED unanimously.

14. Asset Register

The Asset Register document had been updated and distributed to members prior to the meeting. The revised Asset Register had previously been approved by the Finance Committee at the meeting held on the 21st March 2016. Cllr. Skelton proposed that the revised Asset Register be adopted by Denham Parish Council, seconded by Cllr. Riley and AGREED unanimously. It was noted that the new wall planner would be added to the Asset Register.

15. Health and Safety Policy

The Health and Safety Policy document had been updated and distributed to members prior to the meeting. The revised Health and Safety Policy document had previously been approved by the Finance Committee at the meeting held on the 21st March 2016. Cllr. Newby proposed that the revised Financial Regulations be adopted by Denham Parish Council, seconded by Cllr. Skelton and AGREED unanimously.

16. Parish Office Redecoration

Three quotations have been received for the redecoration of the Parish Council Office; the quotations all vary in specification and need aligning before a decision can be made. The Clerk to action.

17. Contracts

The Street lighting contract tenders had been considered by the Finance Committee on the 21st March 2016. The outcome of the tenders to be discussed in **Part 2**.

The Ricoh Photocopier contract expires in September 2016. Quotations for a faster replacement machine have been received from Ricoh, Canon and Kyocera. The quotations will be discussed in detail at the next Finance Committee on the 18th April 2016

18. HS2

The following correspondence had been received since the last meeting and was noted by the members.

5294/16 BCC HS2 Project Support. Link to FAQ's and HS2 House of Lords Petitioning Kit.

5376/16 HS2 AA. Deposit of amended bill, plans, sections and book of reference at DPC office.

Cllr. Williams had attended the local seminar on HS2 and is currently writing up notes from the meeting. Cllrs. Heath and Williams had met with Mark Shaw and County Cllr. Reed regarding the state of the A412 footpath from the A40 junction up to the railway bridge at Denham Green. Mr Shaw will look at getting finance for a feasibility study of repairing the footpath. The Parish Council will need a lot of evidence based feedback from residents and users of the footpath to build a case for reparation. The Parish council will erect signs at both ends of the footpath requesting feedback from users of the footpath, leaflets will be available at Denham Station for commuters, residents will be emailed and notices posted on the Denham Community Group website. Other suggestions included inclusion in 'In and Around Denham' magazine, canvassing members of the Cricket Club, leaflets at the Colne Valley Park Visitor Centre and any local cycling clubs that may use the footpath. Cllr.

Williams reminded the meeting that we still need to write to HS2 regarding the A412 footpath.

19. Annual Parish Meeting

The date for the Annual Parish Meeting is the 25th April at 6.00pm. The meeting will take place at the Colne Valley Park Visitor Centre. Free Parking has been arranged for the meeting. Notices will be on the notice boards this week and residents to be emailed.

20. Approval of Parish Council Minutes

To approve the minutes of the Full Council Meeting on 14th March 2016 and matters arising.

The minutes of the Full Council Meeting held on the 14th March 2016 were proposed by Cllr. Heath and seconded by Cllr. Riley and agreed with no matters arising.

21. Approval of Committee Minutes

To approve the minutes of the Committees below and matters arising.

Planning Committee Meeting held on 8th March 2016

The minutes of the Planning Committee Meeting held on the 8th March 2016 were proposed by Cllr. Williams and seconded by Cllr. Riley and AGREED with no matters arising.

Communities and Events Committee Meeting held on 15th March 2016

The minutes of the Communities and Events Committee Meeting held on the 15th March 2016 were proposed by Cllr. Williams and seconded by Cllr. Hans and AGREED with no matters arising. An observation was made by Cllr. Heath that following a discussion with Cllr. Davey, the Fields in Trust day at the Tatling End play area might be possible next year and could take the form of a jazz band with BBQ.

Finance Committee Meeting held on 21st March 2016

The minutes of the Finance Committee Meeting held on the 21st March 2016 were proposed by Cllr. Skelton and seconded by Cllr. Newby and AGREED. Cllr. Hans enquired if we had complied with the Workplace Pensions requirements; The Clerk confirmed that the Parish Council had registered on the Workplace Pensions website and had complied with all requirements to date.

Planning Committee Meeting held on 28th March 2016

The minutes of the Planning Committee Meeting held on the 28th March 2016 were proposed by Cllr. Williams and seconded by Cllr. Heath and AGREED with no matters arising.

Services Committee Meeting held on the 4th April 2016

The minutes of the Services Committee Meeting held on the 4th April 2016 were proposed by Cllr. Heath and seconded by Cllr. Skelton and AGREED with no matters arising. Cllr. Skelton reported that the new planters at the bus stop on the A412 looked very good.

22. Any other Business

No other business to discuss.

23. Date of Next Meeting

To confirm the date of the next meeting as Monday 9th May 2016 in the Parish Council Office starting at 7.45pm with a Public Session.

24. Part 2

With no members of the press or public present, it was agreed to proceed to **part 2**

The meeting closed at 8.35pm.

John Coleman
Clerk-Denham Parish Council