

Minutes of the SERVICES COMMITTEE Meeting

Held on Monday 7 March 2016 in the Council Office at 8.00pm

Cllrs Mr B Harding (BH) – Chairman # Mrs S Williams (SW)
 Mrs M Heath (MH) - Vice-Chairman Mrs T Riley (TR)
 Mrs M Skelton (MS) Mr G Hollis (GH) ##
 Dr J Newby (JN) Mr W Davey (WD) ##

Co Clerk Mr Roy Hill (RH)

Item Number	Minutes of the Meeting	Actions to be taken
1603/01	<u>Apologies for Absence</u> As denoted by # above Absent from meeting shown by ## above.	
1603/02	<u>Notification of any urgent matters to be taken under any other business</u> SW requested that we consider Bus Stops under item 1603/20	
1603/03	<u>Matters dealt with under urgent action since the last meeting on 1 February 2016</u> None	
1603/04	<u>Matters arising from the distributed minutes of the Services Committee held on 1 February 2016 not dealt with in the agenda</u> None	
1603/05	<u>Correspondence List.</u> No requests had been made to the Clerk for copies of items on the correspondence list.	
1603/06	<u>Financial Report.</u> The latest Services Income and Expenditure report was distributed at the meeting and noted by the members.	
1603/07	<u>Devolution of Services Update</u> The Co Clerk presented the report on Devolved and Other Services. The report was accepted subject to a correction to the costs charged by Blue Sky for Tatling End from £22 pa to £225 per cut x 6 pa. It was AGREED to offer the Willowbank Grass Verges Cutting to the Willowbank Community Association and the Higher Denham Grass Verges Cutting to the Higher Denham Community Association, (HDCA) at a cost for each area of £900 pa (£150 per cut for 6 cuts). It was further AGREED to offer the HDCA a one off grant payment of £1,000 towards the cost of them purchasing a new multi blade mower. It was AGREED that for the Grass Cutting for Play and Recreational	RH to contact Willowbank and HD CAs to negotiate contracts. RH to prepare

	Areas and for Devolved Services Contracts Tender Documents be prepared for distribution in September with a closing date at the end of October. The contracts to run for three years from 1 April 2017 to 31 March 2020.	Tender Documents to be present to Cttee for approval
1603/08	<u>The Pyghtle</u> The Committee was informed that the whole length of The Pyghtle had now been 'sided out' including the area around the Denham Village Green.	
1603/09	<u>New Denham Allotments</u> The Co Clerk presented the report on Allotments. The Co Clerk informed the Committee that in the last week an additional three plots had been rented and interest expressed in one of the vacant half plots. There are now only four vacant plots. It was AGREED to accept the report and to Increase rents, from September 2016, to £25 for a full plot and £15 for half plots. The Co Clerks was requested to prepare, for the April Meeting, a draft letter for all plot holders with the details of the costs of works undertaken on the Allotments in the last two years and to give notice of a Rent Increase payable from September 2016.	RH to draft letter to plot holders for April Meeting of Cttee.
1603/10	<u>Play Areas and Open Spaces</u> The Co Clerk presented the report on Play Areas and Open Spaces. .Alderbourne Play Area – It was proposed by MH and seconded by TR that the work required to repair the Multi Play Unit steps and 'castle wall' be done by an approved Play Equipment specialist to ensure that suitable material is utilised at a cost of £600. This was AGREED unanimously. TR reported that she had sent to the Co Clerk photos of the damage, vandalism, done to the Toy Train and requested to know what action had been taken. The Co Clerk reported that the unit had been inspected and passed as safe to use. This was questioned by TR as the photos indicated the evidence of a sharp loose 'splinter'. The Co Clerk promised further examination and action as necessary. There was a discussion about possibly introducing a Shelter in the area. It was AGREED that the Co Clerk prepare a report for the next meeting of various multi use shelters that may be suitable to be placed in the corner of the play area to provide a place for all users to meet. Knighton Way Lane – It was AGREED that the safety surface to the spring rockers should installed. The Co Clerk was requested to contact Gloria Burrell, New Denham Community Association (NDCA), to enquire whether the Association would be prepared to contribute towards the cost of £1200. Most of the Play Equipment at Knighton Way Lane was funded and supplied by the Community Association. Tatling End – the Co Clerk reported that the swings were now no longer compliant with current regulations but were rated as 'low risk' by RoSPA and that they could continue to be used. The committee	RH to further examine Toy Train and act as required to ensure unit is safe to use. RH to prepare a report on suitable shelter for this area. RH to contact Gloria Burrell to enquire about Funding opportunities from NDCA.

	AGREED that we should schedule replacement in 2017/18. The committee recognised that the Parish Council had never established a method of accrual to help fund extraordinary purchase and had only purchase play equipment 'as and when' with no plan of replacement. It was AGREED to establish an Accrual Fund for Replacement Play Equipment from relevant annual underspend budgets. It was AGREED to request Communities & Events Committee to organise an event at Tatling End in conjunction with Tatling End Residents Association to help fund Tatling End Play Equipment and also to seek assistance from Fields in Trust (FIT).	RH and JC (RFO) to identify Accrual funds RH to notify C&E Cttee and to contact FIT
1603/11	<u>Denham Village Green</u> The committee was informed that the railings around the Village Green had now been installed and work completed.	
1603/12	<u>Request to Place a Memorial Bench</u> Following a request from Mrs Carmen Brown for authority to erect a Memorial Bench on Denham Village Green in memory of her mother-in-law, Mrs Linda Brown, who died suddenly in January 2016, and whose family home was at the Old Bakery, Denham the committee AGREED. This is subject to Carmen Brown and the committee jointly agreeing the exact location and the design of the bench All associated costs to be the responsibility of Carmen Brown.	RH to notify Carmen Brown and to initiate a discussion on the siting and purchase of suitable bench.
1603/13	<u>Denham Cricket Club</u> The Co Clerk presented the report on Denham Cricket Club. As part of the new lease negotiations, with the council, the Cricket Club has indicated that it would like to site the new practice nets on the site of the old tennis courts which is currently outside of the area included in the lease. The Club have received an indicative cost of about £35,000 and believe that they will be able to attract about 80% funding which will mean that they will need to find about £8,000. Some members of the committee expressed disquiet about utilizing Tennis Courts. It was AGREED to allow negotiations to proceed as soon as the cricket club were in a position to recommence meeting	RH to contact Cricket Club to establish when they would be ready for Working Party to meet again.
1603/14	<u>Land at the rear of Maya Restaurant, New Denham</u> SBDC has confirmed that it has no plans for the future use of this vacant plot and is looking for ideas. The committee AGREED to inform SBDC that the Parish Council would be prepared to negotiate a long term lease, at a peppercorn rent, for the site and to maintain the area as a public open space. The committee was informed that the MAYA Restaurant proprietor had indicated his willingness to lock the site at night and re-open in morning.	RH to contact SBDC to endeavour to negotiate agreement
	Lighting Considerations	
1603/15	<u>Newtown Road</u> The Co Clerk presented a report prepared by Cllr Pamment.	

	The committee was disappointed, and concerned that only 4 resident responses had been received from a circulation of 80 questionnaires (5%). The lack of responses did not indicate a real need to warrant the level of expenditure of purchasing and installing new lights. It was AGREED that our lighting contractor be requested to replace the existing street light lamps with a new brighter lamp before making a final decision	RH to request Bernard Leigh to replace existing lamps with new brighter LED.
1603/16	<u>Light at 22 Wolstan Close, Denham</u> In order to ensure that all affected residents will be happy to see the switched off street lamp re-connected it was AGREED that the Co Clerk write to residents in relevant properties and survey their opinion as to whether the light should be re-connected. JN reported to the meeting that in Tatling End there were 6 lights on the A40 that had been not working since just after Christmas. This matter had been reported to TfB several time and so far no evidence of any action. The Co Clerk confirmed this and reported that he had also reported the matter but had not received any response. The Co Clerk was requested to follow this matter up as a matter of urgency.	RH to survey affected residents and report back at next meeting. RH to contact TfB and BCC Highways Lighting to try and get matter resolved.
	Highway Considerations	
1603/17	<u>Bus Stop at Denham Avenue/Village Road Junction</u> The Planters to protect bus users and pedestrians at the bus stop on junction of Village Road and Denham Avenue has been ordered and delivery expected early April. Arrangements to be made with a nursery to supply soil for planters and stock with plants and flowers.	SW to liaise with local nursery and to notify Co Clerk of arrangements.
1603/18	<u>Destruction of Grass Verges between Residential Properties and Esso Garage on A40.</u> The committee welcomes the work being done to prevent further destruction of the grass verge in this area and the continued risk of injury to pedestrians and other road users. The Co Clerk to report back at next meeting of action to be followed by TfB.	RH to contact TfB to chase progress and costings.
1603/19	<u>Litter across the Parish</u> The committee is generally agreed that the amount of litter across the parish is totally unacceptable and that we need to continually investigate and consider steps that can be taken to seek long term improvement. MH informed meeting that she had asked Co Clerk to write a letter to Station Parade shops asking for assistance to help keep the shopping area clear of cigarette butts and general rubbish. If successful and supported to write to other shops across Parish. TR requested that we write to the Community Police Team and request that they are more vigilant on litter being deposited in this area and that they be informed that we would welcome some police action to get the message across. It was AGREED to keep in regular contact with SBDC Environment Department ensuring that they are kept up to date where excess litter is	RH to respond to Alex Bateman re Litter in Denham RH to monitor SBDC activities over street cleaning and litter picking and keep regular contact with Ed Barron SBDC RH to write to Community Police team.

	evident and also where fly-tipping occurs. A letter from a Denham resident was circulated and it was AGREED that he be informed of the committee's response and actions. It was further AGREED that Public House and Restaurants in Denham Village be contacted and reminded of their responsibility to help to keep Denham litter free.	
1603/20	<u>Any other business notified at 1603/02 above.</u> Bus Stops - SW reported to committee that she was seeing a greater number of people waiting at outward Bus Stop near the junction of Higher Denham Lane and the A412. Most of these will be elderly and she thought that it may be necessary for the committee reconsider as to whether this bus stop should have a shelter. The committee felt that as the majority of passengers would come from Denham Garden Village if a bus shelter was deemed necessary Anchor Housing should be approached for support. It was AGREED that the Co Clerk should seek to monitor the situation.	RH to monitor, where possible, the usage of bus stop.
1603/21	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on Monday 4 April 2016 at 8pm in the Council Office.	
	<u>The meeting closed at 9.50 pm.</u>	

Roy Hill
Co Clerk