

Minutes of the SERVICES COMMITTEE Meeting

Held on Monday 6 June 2016 in the Council Office at 8.00pm

Cllrs Mrs M Heath (MH) - Vice-Chairman
 Mrs S Williams (SW)
 Mr W Davey (WD)
 Mr G Hollis (GH) #
 1 Vacancy

Dr J Newby (JN)
 Mrs T Riley (TR) – (Ex Officio)
 Mrs M Skelton (MS)
 Mr S Sproul (SS)

Co Clerk Mr Roy Hill (RH)

Item Number	Minutes of the Meeting	Actions to be taken
1606/01	<u>Apologies for Absence</u> As denoted by # above	
1606/02	<u>Election of Chairman</u> MS proposed that MH be nominated as Chairman of the Committee seconded by JN and AGREED unanimously.	
1606/03	<u>Election of Vice-Chairman</u> MS proposed that SW be nominated as Vice-Chairman of the Committee seconded by JN and AGREED unanimously.	
1606/04	<u>Notification of any urgent matters to be taken under any other business</u> MH requested that the following matters be taken under any other business • To investigate, with SSE, a review of costs to supply Denham Parish Street Lights. • Investigate additional Devolved Services opportunities. • Old Mill Road • BCC Verge Grass Cutting on A40/A412 MS requested an additional item be taken under any other business • A412	
1606/05	<u>Matters dealt with under urgent action since the last meeting on 3 March 2016</u>	
1606/06	<u>Matters arising from the distributed minutes of the Services Committee held on 2016 not dealt with in the agenda</u> 1603/20 Bus Shelters on North Orbital – The Co Clerk reported that he and MH had met with the Management Team of Denham Garden Village. Whilst it was agreed that residents did use the bus stop on the North Orbital there did not appear to be much interest in Anchor Homes assisting with costs of providing a shelter. The Co Clerk had also written to Weston Homes, successor to Bloor Homes, to ascertain whether they would contribute and also had requested a meeting. He had suggested to them that they might consider funding the provision whilst developing the site. We are waiting a response.	

	1604/07 Grass Cutting at Higher Denham and Willowbank Under Agenda Item 1606/09 1604/08 New Denham Allotment The Co Clerk reported that • All Plot Holders have received letter and notice of rent increase • A proposed Work Schedule for 2016/17 was being worked on • Allotments Committee – some individual plot holders have been spoken to and they are ‘sounding out’ other plot holders He also reported that a few responses had been received and only one was really negative about the rent increase. 1604/09 Play Areas and Open Spaces – Under Agenda Item 1606/11 1604/11 Newtown Road Lighting – Under Agenda Item 1606/13 1604/13 BCC Street Lighting – Under Agenda Item 1606/14 1603/19 Community Payback Scheme - Under Agenda Item 1606/18	
1606/07	<u>Correspondence List.</u> No requests had been made to the Clerk for copies of items on the correspondence list.	
1606/08	<u>Financial Report.</u> The latest Services Income and Expenditure report was distributed and was noted by the members.	
1606/09	<u>Devolution of Services Update</u> Grass Cutting - The Co Clerk reported that both Higher Denham and Willowbank Community Associations were progressing well with the grass cutting of the verges in their areas. The first cut had now been completed for all other areas and the Co Clerk was happy to report that the work done was perfectly satisfactory. <u>ROW</u> - Groundwork Trust, our ROW contractor, did a very good job preparing the footpaths for the Beating of the Bound walk. All ROW footpaths have now been cut and made good including part of a previously missed footpath alongside the Tatling End Play Area. In addition The Handyman has cut and tidied up the footpath from Knighton Way Lane to Newtown Road and Blue Sky cut the edge of the path along the Pyghtle for the Denham Fayre. The Co Clerk report that TfB had been reminded of their responsibility to attend to the Pyghtle extension from Denham Railway Station to Savay Lane. The work was done on Thursday 2 June. The Co Clerk reported that TfB had been contacted about the state of the Grass Verges on the side of the A40/A412 and that whilst sight lines had now been cut BCC had only cut a strip along the kerb edge leaving the majority of grass on the verges very long. MH commented that DPC should investigate the possibility of sowing wild	RH to investigate

	flowers on the roadside verges which she believed would make them aesthetically pleasing. MS remarked that it was quite a good idea but wild flowers were actually not easy to cultivate. It was AGREED that this matter be investigated further and that other Parishes be consulted to see if there is any experiences that we could learn from.	growing wild flowers on verges and consult with nearby parishes.
1606/10	<u>New Denham Allotments</u> Best Kept Allotment – MS and SW both agreed to carry out the Inspection of the allotment plots and to decide on the winners. The inspections to take place between late June and early July and the presentations to be made on Sunday 25 September at 10am. The committee AGREED to award the Powell Cup to the Best Kept Allotment and to award certificates to the Runner Up; Two Highly Commended and the Best Newcomer. Boundary Trees – the Co Clerk reported that there were some trees on the boundary of the Allotment that were decayed and needed removing as part of the proposed works. SW recommended that in light of this we should investigate with an Arboriculturalist the condition of all the trees on the Allotment Site. It was AGREED that Co Clerk should get estimates and report back to the next meeting. The Co Clerk also reported the need to fully investigate the possibility of improving the condition of the site wells. It was AGREED that the Co Clerk investigate the opportunities of obtaining funding support from the operators of the Denham Quarry Site towards this venture.	RH to get quotes to perform a full and proper survey of all Allotment Site Trees RH to investigate funding opportunities from operators.
1606/11	<u>Play Areas and Open Spaces</u> Monthly Inspections of Play Areas – The Co Clerk reported that under the terms of the councils Insurance Policy we are required to have Monthly Inspections of all our play areas and to log and report the monthly reports. It was AGREED to appoint the following to be responsible for each Play Area: Aldbourn Play Area – TR Denham Green BMX Track – GH Denham Green Play Area – SW Knighton Way Lane Play Area – SS Tatling End Play Area - JN The Glebe Play Area – Jacqui McGowan Way & Tillard Play Area – MS The Co Clerk to provide each ‘Guardian’ copies of the RoSPA Report Forms which should be completed and returned to the office by the Monday before the next ordinary monthly meeting. RoSPA Annual Inspection Reports – The Co Clerk had circulated copies of the reports for each inspected Play Area along with a spreadsheet of the actions which needed to be done. It was AGREED that the work required should be scheduled and that the Co Clerk report back to the next meeting with estimated costs of work required. The committee considered the reports comments about Mole infestation at Denham Green Open Space and the Co Clerk informed	RH to seek advice from a

	committee of extensive problems at Alderbourne Play Area. It was AGREED to seek professional advice and get costings for mole eradication. <u>Grant towards Play Equipment from Fields in Trust</u> – The Co Clerk reported that DPC had been awarded a grant of £3,000 towards the cost of replacement play equipment at Tatling End. The money had originally been awarded for the replacement of the swing but this was no longer required. It was AGREED that the grant be used to replace the slide which was identified as being very rusty and in need of extensive attention. <u>Knighton Way Lane</u> – The Co Clerk reported that New Denham Community Association had donated £500 to-wards the cost of repairing the safety surface around the sprung rockers, <u>Way & Tillard Recreation Ground</u> - Fields in Trust (FIT) are, in conjunction with The Royal British Legion, launching a new programme Centenary Fields Commemorating World War I 1914-18. The Way & Tillard recreation ground meets all of the requirements for it to be registered under this programme and we have started preliminary discussions with FIT. It was AGREED to register the W&T Recreation Ground to FIT. It was AGREED that when suitable we apply for grant assistance to re-surface the roadway leading to the ground and also look at the condition of the footpath to the ground to the north of the Primary School. <u>Youth Shelters</u> – The Co Clerk to provide more information for next meeting and the committee need to consider possible sites and how to consult further.	suitable Mole eradication expert RH to investigate suitable Slides available and report back RH to write to NDCA with thanks
1606/12	<u>Denham Cricket Club</u> – The Co Clerk reported that the transfer of the tractor and gang mower had now taken place and that the cricket club had arranged to hire a ride-on mower to manage the cutting of all grass areas at the ground. The signed Memorandum of Agreement made it clear that the recreation ground must be cut at least every 3 weeks at the Cricket Clubs expense. DCC had now sold the equipment and the money will be used to purchase the new mower. It was further reported that DPC working party were meeting with DCC on Wednesday 8 June to resume discussions on a new lease.	
	Lighting Considerations	
1606/13	<u>Newtown Road</u> – Cllr Adam Pamment (AP) attended the meeting for this item. AP presented a report on the consultation he had organised and highlighted, from the report, that there was general acceptance from the residents that additional lighting required. There were also reports of dog fouling and unsafe pavement surfaces in the road. The	

	committee discussed possible sites for the new lighting columns ie at the junction of Newtown Road and Nine Stiles and one nearer the start of the road just west of the garage. It was AGREED 1. To defer further discussion until all lights had been upgraded to LED and to then re-assess the lighting needs. 2. To report again the unsafe pavement surfaces to TfB. 3. To request SBDC to display 'No Dog Fouling' signs in the area.	RH to request SSE to upgrade all lights, report pavement to TfB contact SBDC re No Dog fouling signs
1606/14	<u>Condition of BCC streetlights in Tatling End and at Oxford Road New Denham</u> – The Co Clerk had circulated a report on the BCC Streetlights. The report was noted.	
	Highway Considerations	
1606/15	<u>Bus Stop at Denham Avenue/Village Road Junction-</u> The Co Clerk reported that the planters had been sited and were doing the job they were intended for.	
1606/16	<u>Provision of Bollards and ground re-instatement at the Esso Garage on A40</u> – The Co Clerk reported that due to some Highway Emergencies the work has been delayed TfB have assured us that this work will be completed by the first week in July.	
1606/17	<u>Bus Shelter by MacCarthy & Stone Development and Bus Stop by Savay Lane</u> – The Co Clerk reported that discussions had taken place with McCarthy & Stone about them refurbishing the Bus Shelter in Denham Green, adjacent to their development, and also for them to provide a safe pathway for passengers to get safely to the bus stop at Link Way opposite Savay Lane. This work was being offered by McCarthy & Stone in recognition of the disturbance caused to resident during construction. The committee appreciated the offer and also asked if we could discuss With them whether there might be opportunities to discuss improved landscaping on the site at the end of the contract.	
1606/18	<u>Community Pay Back Scheme</u> – The Co Clerk that the scheme was provided by Thames Valley Community Rehabilitation Company (TVCRC) which succeeded the previous services provided by the Probation Service. We have been informed that we can apply for assistance at no cost to DPC and if our scheme(s) is/are accepted TVCRC will provide supervision and up to 10 people for a 7 hour shift for as many days as are required. DPC will be required to provide toilet and wash facilities. The committee have suggested that we investigate the following areas for submission – New Denham Allotments; Station Approach Layby and shops and River Misbourne bank Village Road, Denham.	

1606/19	<u>Any other business notified at 1606/04 above.</u> 1. <u>Energy Review of Street Lighting</u> – At the last SBALC meeting Burnham Parish Council reported that they had negotiated an Energy Review with SSE and had achieved a reduction of £14k in their street light provision. It was AGREED that we make contact with SSE and we request a similar review following our programme of changing our lighting to LED. 2. <u>Investigate Increase Devolved Services Opportunities</u> – It is being reported that a number of Town and Parish Councils are investigating what new opportunities might be available for the management of additional devolved services. These might include Pot Holes; Drainage and Gully Clearance; Parking etc. The Committee AGREED to investigate this further. 3. <u>Old Mill Road</u> - The Co Clerk reported that a delegation had been received at the office to complain about a number of issues including Rat Infestation; Car Parking on Junctions and Car Boot Sale Traffic exiting into Old Mill Road. The Committee AGREED that these matters be noted and that the Co Clerk pass on the information to appropriate authorities. 4. <u>BCC Grass Verge Cutting on A40/A412</u> – The Co Clerk informed the committee that BCC had left the grass verges in an unacceptable state when one considers that they are clearly within residential areas. The Committee AGREED that the Co Clerk write to TfB to inform them that ‘Denham Parish Council are astonished to see that Trunk Road verges, within residential areas, are left in such a disgraceful unacceptable condition.’ 5. <u>A412 Construction Material left on Roadside</u> – MS complained about the amount of Road Construction material left on the verges along the A412 following the recent highway improvement works. She also mention that central reservation signage and illuminated bollards had not been repaired and/or cleaned since the work ceased. It was also reported, again, that there was a large pothole on the junction of A40/A412. It was AGREED that the Co Clerk write to TfB to request that these matters are attended to and the area tidied up.	The clerk to make contact with SSE and investigate opportunities RH to investigate and report to next meeting RH to action complaint to TfB RH to write to TfB bringing these matters to their attention and request early action
1606/20	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on Monday 2016 4 July 2016 at 8pm in the Council Office.	
	<u>The meeting closed at 9.45 pm</u>	

Roy Hill
Co Clerk