

Minutes of the SERVICES COMMITTEE Meeting

Held on Monday 4 July 2016 in the Council Office at 8.00pm

Cllrs	Mrs M Heath (MH) - Chairman	Dr J Newby (JN)
	Mrs S Williams (SW) - Vice-Chairman	Mrs T Riley (TR) – (Ex Officio)
	Mr W Davey (WD) #	Mrs M Skelton (MS)
	Mr G Hollis (GH) ##	Mr S Sproul (SS)
	1 Vacancy	
	Co Clerk Mr Roy Hill (RH)	

Item Number	Minutes of the Meeting	Actions to be taken
1607/01	<u>Apologies for Absence</u> As denoted by # above No apologies received ##	
1607/02	<u>Notification of any urgent matters to be taken under item No 1607/18</u> The chairman requested that the following be taken under 1607/18. • Weeds • Christmas Trees	
1607/03	<u>Matters dealt with under urgent action since the last meeting on Monday 6 June 2016</u> None	
1607/04	<u>Matters arising from the distributed minutes of the Services Committee held on Monday 6 June 2016 not dealt with in the agenda</u> 1606/10 Condition of Allotment Wells – The Co Clerk has written to Summerleaze, waiting for response. 1606/11 Eradication of Moles from Alderbourne Play Area & Denham Open Space waiting for response and further advice. 1606/19 Construction Materials remaining on side of A412 –TfB have informed us that the pile of earth is as a result of fly-tipping and SBDC have been informed. SBDC have also been informed of other instances of fly-tipping on North Orbital and we are still waiting for a response. The chairman remarked that on previous occasions SBDC had removed fly-tipping very quickly.	
1607/05	<u>Correspondence List.</u> No requests had been made to the Clerk for copies of items on the correspondence list.	
1607/06	<u>Financial Report.</u> The latest Services Income and Expenditure report was distributed at the meeting and noted by the members.	

1607/07	<u>Devolution of Services Update</u> 1 Grass Cutting – The Co Clerk informed the Committee that the current round of grass cutting has been seriously delayed due to the weather but was progressing well. Some concerns had been expressed by residents about the cut grass not being collected but this is not possible within the budget we are working within. Whilst cutting the grass the crews had also trimmed the overhanging foliage on the footpath in Denham Green up to Broadwater Park. 2 Grass Verges on A40/A412 – Following a number of approached to TfB we have managed to get the grass verges on the A40 cut both in Denham and Tatling End but nothing done on the A412. We have approached TfB to try and arrange for a discussion as to whether it would be possible for DPC to cut the grass on these verges and for TfB to fund it. We are still waiting for a response. It was AGREED that we should approach BALC to seek legal advice as to what the statutory minimum requirements are for BCC to fulfil as the Highway Authority. It was also AGREED that we write to Dominic Grieve MP to seek a meeting about the cuts in Services provision by BCC due to continued cuts in Government Grants to local authorities. 3 Additional Devolved Services Opportunities – The Co Clerk reported that due to discussions about the possible introduction of Unitary Authorities in Buckinghamshire DPC need to be aware of the possibility of further Devolution of Services at both County and District level, The committee AGREED to defer any further action on this matter at this stage.	RH to contact BALC RH to write to Dominic Grieve MP
1607/08	<u>New Denham Allotments</u> 1 Best kept Allotment Inspection update – The committee was informed that Cllrs Skelton and Williams would be visiting the Allotments to decide on the prize winners on Friday 8 July. Cllr Williams may be unavailable and Cllr Riley offered to ‘stand in’ if required. 2 Annual Presentation and Collection of Rents – The arrangements for the Annual Presentation was confirmed for Sunday 25 September starting at 10 am. It was AGREED that the clerk write to Katie Hill, a plot holder, to see if she would co-ordinate a committee and arrange refreshments etc.	RH to write to Katie Hill

	3 Tree Survey – The Co Clerk informed members that Artemis had offered all of their existing customers a free Tree Survey and we had arranged for them to survey the Allotment Trees, The Way & Tillard Lime Trees and the trees on Denham Village Green. We were still waiting for their report. 4 Overgrown Plots – The Co Clerk informed the committee that a number of allotment plots had been ‘abandoned’ and were now overgrown. It was hoped that these plots could be attended to as part of the ‘Community Pay Back Scheme’. It was acknowledged that this had happened because of the low cost of rents. The committee AGREED to consider the possible amendment to the Allotment Rules to include a requirement for tenants to pay a refundable deposit to try and prevent this happening in the future.	RH to follow up with TVCRC
1607/09	<u>Play Areas and Open Spaces</u> 1 Play Area Inspection Reports – The Co Clerk reported that he had received only two Inspection from MS (Way & Tillard) and TR (Alderbourne). TR had included photographs showing play equipment damage caused by vandalism and a damaged litter bin. She also reported that all Mole Hills had been flattened and made safe and no fresh ones had appeared. MS commented on the fact that because of the under use of the Way & Tillard Play Area DPC should seriously consider converting to an adult Gym Area utilising some of the current equipment ie Climbing Frame and Monkey Bars. JN was opposed to this stressing that we already spent a great deal of money on ordinary play equipment and should not be introducing more cost and ongoing maintenance. After a lively discussion it was AGREED that the Co Clerk should come back to committee with some proposals. JN apologised that he had forgotten his reports and promised to send them to the office asap. The Co Clerk apologised to SS that he had not sent the Inspection Reports for Knighton Way Lane and would do so during the coming few days. All members were reminded to ensure that their Play Area Inspection Reports are returned to the office by not later than the Monday of the week before the meeting of the committee. 2 Tatling End Slide – The Co Clerk reported that Fields in Trust had in clearly indentifying their agreement to use the £3,000 grant, originally proposed for replacement of the swings, to be used for the replacement of the slide. The co clerk presented the report of the options with quotes received from Playdale and Outdoor Play South West. SS proposed acceptance of the option 2 quote from Outdoor Play	RH to prepare report of options for consideration

	South West for £4,849.90 (ex VAT) seconded by JN AGREED unanimously. 3 Way & Tillard Recreation Ground – The Co Clerk reported that we have started the application process to apply for the Centenary Fields application process. Noted. 4 ID badges for Councillors – It was suggested that Councillors should be in possession of a form of identity when visiting and inspecting Play Areas. It was AGREED that we investigate the provision of ID badges for councillors. 5 Inspection of Knighton Way Lane Play Area – RH apologised that Cllr Adam Pamment and Karina Bowen had been requested to view and inspect the Knighton Way Play Area when it had been AGREED that this would be performed by Cllr Sam Sproul. Rh promised to rectify this and provide the necessary paperwork for SS. 6 Youth Shelters – The Co Clerk reported that little progress had been made in clearly identifying what was required and where we would be able to site a Youth Shelter. It was generally accepted that the best, and probably the only, place to site it would be on the Alderbourne Field which we currently do not have the use of. It was AGREED to defer any further consideration until a site is identified. It was further AGREED that we should continue to try and get BCC to agree to provide the Alderbourne and Tilehouse fields for the Community use of Denham residents.	RH to seek further assurances from BCC
1607/10	<u>Denham Cricket Club</u> The Co Clerk reported that the current situation is the same as that reported to the last meeting of the Council and that no further progress had been made. It was reported that early discussions had been held with Hine Solicitors re them advising DPC on Lease negotiations.	To request Clerk to formally agree appointment of Solicitor for negotiations
	Lighting Considerations	
1607/11	1 Newtown Road – SSE had been contacted and reported that the lights in Newtown Road could only be converted to LED if new heads were fitted. They are currently pricing the cost of replacement heads from supplier. They also reported that due to the current lights being badly spaced it would probably be necessary for two additional lights to be installed. It was AGREED to wait until the lights had been converted before any decision to provide additional lights was taken. 2 Upgrading of all Street Lights – It was reported that there are 250 streetlights maintained and funded by DPC, 175 lights have been converted, by Bernard Leigh to LED. SSE initially	

	reported that the LEDs have been fitted by-passing the fitted controllers and may require additional work, we are waiting for the final report and assessment. It was AGREED that if any of the work provided by Bernard Leigh is questioned they should be invited to comment. 3 Energy Review of Residential Street Lights – We are awaiting information from SSE of the arrangements for the re-assessment of the unmetered supply charges.	
1607/12	Highway Considerations	
1607/13	<u>Provision of Bollards and ground re-instatement at the Esso Garage on A40</u> – The Co Clerk reported that whilst the work had been due to have been done and completed by now it had been delayed due to emergency highways work and the crew being diverted. TfB will report back as soon as work has been re-scheduled/	
1607/14	<u>Bus Shelter by McCarthy & Stone Development and Bus Stop by Savay Lane</u> – The site project manager has now been given authority to proceed with the work and TfB have provided authority. McCarthy & Stone still need to apply for a Highways Licence before work starts.	
1607/15	<u>Community Pay Back Scheme</u> – Once we have agreed the schemes to request help with the TVCRC will visit and assess work before agreeing to proceed. It was AGREED to request work is done at Allotments, Denham Green Shops and Siding Out on A412 footpath.	
1607/16	<u>Request for a Traffic Regulation Order</u> – RH presented the report which details the procedures to be followed if a formal request was received for any Traffic Management Orders. Noted.	
1607/17	<u>TfB Spring Conference</u> – SW was thanked for her report.	
1607/18	<u>Any other business notified at 1607/02 above</u> 1 Weeds on residential roads – The Co Clerk reported that we had just been informed that TfB were no longer weed spraying on any roads across the County. The Co Clerk said that he had received a quote from Blue Sky who are authorised to perform this work. MH proposed that RH write to TfB to ask where the budget they had set aside for this work had gone and informing us after our precept had been set was totally unacceptable because we no longer have the opportunity of including this in our budget. This was AGREED unanimously. It was further AGREED that we should write to BMKALC to seek advice on what the minimum level of service, provided by the Highway Authority, is acceptable. 2 Christmas Trees – The chairman reported that the Denham Thames Valley Hospice Committee had decided not to organise the First Night of Christmas for 2016 and not organise the Christmas Tree which in recent years has been donated by the Buckinghamshire Golf Club. It was noted that DPC would organise as small event in the Parish and invite participation	

	from the Infants School. Following a discussion it was AGREED that the Co Clerk approach Buckinghamshire Golf Club to try and get them to continue with the provision of the tree.	
1607/19	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on Monday 5 September 2016 at 8pm in the Council Office.	
	<u>The meeting closed at 9.50pm</u>	

Roy Hill
Co Clerk