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|         | <p>The provisional timetable for the event as follows:<br/> 4.00pm start with Christoph and MH welcome speech followed by a short service by the war memorial if weather is fine or in the church if the weather is inclement.<br/> 4.30pm Bugler to play the last post as the flag on the church is lowered.<br/> 4.45pm BBQ and refreshments.</p> <p>SW to contact Christoph and local ATC squadron</p> <p>AP asked if the SSAFA disabled veterans organisation could have a stall at the event to raise funds; SJ advised asking Christoph if this would be possible. AP also enquired if the Iver British Legion could be invited if they did not have an event that day; there was no objection to this and it was left for AP to speak to the Iver British Legion.</p> <p>The Clerk to send event check list to KB</p>                                                                                                                                    | <p>MH action</p> <p>SW action</p> <p>AP action</p> <p>Clerk action</p> |
| 1608/05 | <p><b>Tea Dance Sunday 23<sup>rd</sup> April 2017 3pm to 5pm</b><br/> SW to lead this event.<br/> The Tea Dance (with Bingo) event date is provisionally set for 23<sup>rd</sup> April 2017. The availability of the New Denham Community Centre needs confirming. Susan to contact DGV to ascertain if they also have an event on this date.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p>SW action<br/> Clerk action<br/> Susan action</p>                   |
| 1612/01 | <p><b>Jazz on the Green</b><br/> To be held once a month commencing in May 2017 for 5 months. Defer to Cllr. Davey on his return.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>WD action</p>                                                       |
| 1701/02 | <p><b>Denham Village Fayre Sunday 29<sup>th</sup> May 2017</b><br/> It was agreed to take a stall again this year and sell teas, coffees, biscuits and cakes. AH to lead this event.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>AH action</p>                                                       |
| 1701/01 | <p><b>Social Evening at HDCA Tuesday 21<sup>st</sup> February 2017 7.30pm</b><br/> MH explained that this evening was being organised to invite Parish, District and County Cllrs., residents associations, luncheon clubs and suppliers to say thank you for their efforts in helping the community. AP asked if the list of invitees need to be run past the committee first; it was agreed that MH would have the last say. It was agreed that members should give invitees names to the Co-Clerk and SW and the Co-Clerk would forward them to MH. Suggested invitees were: Phillip Newell, Christine Newell, Geoff Newell, Christoph Lindner, Tony Valentine, Rita Lines, Teresa Cody, Kim Young, Sandy Wickenham, Alan Coombs at Village Plants, plus partners of those invited.</p> <p>The Co-Clerk to compile a list of invitees with partners.</p> <p>The Co-Clerk to liaise with the HDCA hall</p> <p>MH/SW to pick up food and drink from Costco</p> | <p>RH action</p> <p>RH action</p> <p>RH action</p> <p>MH/SW action</p> |

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|         | <p>It was agreed to provide the first drink free or to put a set amount of money behind the bar. If the money behind the bar was to run out before the end of the evening, then MH and SW would decide whether or not to put any more behind the bar and the committee agreed to this.</p> <p>A budget of £1K was agreed for the entire event, however it was thought that it could be done for less.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                   |
| 1603/13 | <p><b><u>Website Update</u></b></p> <p>It was suggested using the pen and ink drawings of Denham on the front page of the website. The Clerk to ask the Co-Clerk if this is a viable option.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Clerk action      |
| 1606/06 | <p><b><u>WW1 War Memorial Update</u></b></p> <p>The Clerk had completed the application forms and acknowledgement had been received from the War Memorials Trust. The Trust is now requesting that birth/death records are provided for the 33 missing names. As the maximum grant available to the Parish Council is £1K (50% of adding the names to the memorial) and the fact that there would be difficulties in accommodating the names on the memorial, (additional plaques do not qualify for grants), thought needs to be given if it is worth pursuing the grant. There is sufficient funds in the Communities budget to produce a plaque with the missing names that could be set in the ground adjacent to the war memorial. MH enquired if the church would be willing to contribute to the cost of the plaque or if there was any other way funds could be raised for the project. It was suggested that the Armed Forces Day event could be useful for fund raising for the project. A small WW1 exhibition on display boards, similar to the one at a previous event at the Cricket Club could be used.</p> <p>The Clerk had compiled a page for the 'In and Around Denham' magazine requesting that if residents know of any other names that need to be added to the existing 33 names, to contact the Clerk.</p> | Clerk progressing |
| 1607/06 | <p><b><u>Parish Map &amp; Streetguide</u></b></p> <p>The list of road names for the new Weston Homes development has now been agreed by Chiltern DC. The Clerk has contacted Weston homes and requested a line drawing of the development with the street names included. The Parish map can then be retouched.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Clerk progressing |
| 1609/06 | <p><b><u>Event Check List</u></b></p> <p>The Clerk had updated the event check list. It was agreed that the Clerk email a copy all committee members and it was further agreed that an event checklist be created for all events.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Clerk action      |
| 1609/07 | <p><b><u>Village Green Bandstand</u></b></p> <p>There had been no progress on this item. SJ to report to next meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | SJ action         |
| 1609/08 | <p><b><u>Funding Opportunities</u></b></p> <p>MH advised that we need to start to approach local companies for support with initiatives such as the Good Neighbour Scheme. One example is that IHG has a minibus and it maybe that we could ask to borrow it when we have an event where we need to pick people up, (maybe their driver as well). Compass in New Denham is a catering company, maybe they could provide a once a month/fortnight, a hot meal for a Luncheon club. It is a case of what companies can do for us rather than asking for a monetary contribution.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                   |

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|         | SW asked for the committee to give this subject some thought and to come back with ideas to the next meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | All action                                        |
| 1610/07 | <b><u>Volunteer Vacancies Role Descriptions</u></b><br>The folder to be reviewed at the next meeting. Clerk to ensure folder is available at the meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Clerk action                                      |
| 1701/06 | <b><u>Correspondence List</u></b><br>There had been no requests made to the Clerk for any item on the Correspondence list                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |
| 1701/07 | <b><u>Trees on Village Green</u></b><br>The Tree of Heaven had been pruned back and it was discussed whether or not the remaining lights needed to be removed. SJ suggested that the lights need to be taken down from the trees and replaced completely as they had been nailed up rather than wrapped. SJ to provide costings for the new lights and installation to the next meeting. Only 4 trees will be lit<br><br>SJ suggested that the electric cabling needs to be connected to a streetlight via an underground channel. It was discussed that maybe in next years' budget, money is set aside for the channelling work. SJ to provide costings to the next meeting.<br><br>MH advised that Mr Brench at the Falcon was still happy for the electricity from the garage to be used for the lighting.                                                                      | SJ action<br><br>SJ action                        |
| 1701/08 | <b><u>Any other Business</u></b><br>SW-Meeting schedules, amalgamation of meetings.<br>SW advised that she had not received the up to date meetings list that shows the Planning and Communities meetings on the same nights. The Clerk to email the list of meetings to all Councillors.<br><br>AH-Outlook Meetings Calendar.<br>AH enquired how many Cllrs. had received his meetings notification to their email in Outlook Calendar. Those that had received it thought that it was a good idea. AH to look at doing this for all meetings.<br><br>SJ-Londis shop in Tatling End.<br>The tree lights outside the Londis shop in Tatling End are still on. This does brighten up the area but will result in wearing the lights out. The Clerk to ask the shopkeeper to turn off the lights or the option of keeping them on but paying for replacement lights when they expire. | Clerk action<br><br>AH action<br><br>Clerk action |
| 1701/09 | <b><u>Date of Next Meeting</u></b><br>It was confirmed that the next scheduled meeting will be held on <b>Tuesday 28<sup>th</sup> February 2017</b> at 7pm in the Council Office.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                   |
|         | <b>The meeting closed at 9.30pm</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                   |

John Coleman-Clerk  
25/01/2017