

Minutes of the COMMUNITIES Committee Meeting

Held on **Monday 30th August 2016** in the Council Office at 7.00pm

Cllrs	Mrs S Williams (SW) (Chairman) Miss S Jefferys (SJ) (Vice-Chairman) Mrs M Heath (MH) (ex-officio) # Mrs T Riley (TR) (ex-officio) # Mr W Davey (WD)	# Ms K Bowen (KB) # Mr A Pamment (AP) # Mr S Sproul (SS) # Mr A Hans (AH)
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Clerk: Mr John Coleman

Item Number	Minutes of the Meeting	Actions to be taken
1609/01	<u>Review of Aims and Objectives</u> Item 9. Delete and replace with: to engage the community and improve the health and wellbeing of Denham residents.	Clerk to amend on next meeting agenda.
1609/02	<u>Apologies for absence</u> Cllr. T Riley Cllr. Mr W Davey Cllr. S Sproul Cllr. Mr A Hans Cllr. A Pamment Cllr. Ms K Bowen	
1609/03	<u>Notification of urgent matters</u> SJ wished to discuss the matter of Christmas Lights under Any other matters.	
1609/04	<u>Matters dealt with under urgent action since the last meeting</u> None	
1609/05	<u>Matters arising from the last meeting held on 30th August 2016</u> See below.	
1603/06	<u>Dementia Friendly Communities</u> TR to chase up on her return from holiday. SJ suggested that her daughter Lucy could offer support to TR. The Clerk to send the Dementia Toolkit to TR.	Clerk to inform TR of action point and send Toolkit to TR
1603/07	<u>Denham Green Christmas Fayre 30th November 2016</u> SW to contact the Air Cadets in the absence of AP. MH has concerns that they may let us down again. SW advises that there is a new leader in charge. Teresa Moran (TM) to speak to AP on progress with sponsorship. AP has reported that he has contacted Bosch and IHG, both have not replied and a negative response received from IHG. The Co-Clerk (RH) has been asked to speak to Weston Homes. MH suggested contacting businesses along the A412. It was agreed to contact the following: The Shell Garage, Chiltern Railways (for Parking), Denham Water Ski Park, Technical Exponents, Coral bookmakers, Denham Optical Services, Ronyar Ltd. The Clerk to send a copy of the request letter to SJ.	SW to progress TM to speak to AP RH to contact Weston Homes Clerk to action

SJ has been in contact with Carters Estate agents regarding advertising boards. It was confirmed by SJ that McCarthy Stone had agreed to donate £1k. SJ to contact TM for an update on progress with sponsorship. SJ reported that 17 stallholders have booked and 7 have paid. 17 stalls plus two stalls for DPC makes 19 stalls which is the maximum. All have confirmed. SJ asked if the PC needs two stalls or one, it was agreed to have two stalls, one for drinks and the other for the chocolate tombola. TR has emailed Lindt for chocolate again this year. AH may again be able to get a chocolate donation. It was also suggested to contact Cadburys and Mars. SJ to contact Mars. SW to contact Cllr. Skelton to ask Mr Courtney –Luck if he is able to donate anything this year. It was agreed that the Denham 1st Responders stall and Rosemary's Flowers stall would be free of charge. MH asked if a time limit had been set for payment for stalls, it was agreed to set a time limit for the return of booking forms and payment. SJ reported that she had contacted the two marquee suppliers but neither would include either lights or tables in their price. The cost for marquees including lights and tables is coming in at £2k. If the weather forecast is bad, there is an option to have a covered walkway. It was agreed that we wait until Monday the 28th November to see the forecast for Wednesday before committing to the walkway. SJ to confirm cost of walkway SW reported that the stage will cost approximately £170 to hire. The Clerk reported that the TTRO, (including NRSWA accreditation), SAG form, supporting documents and the TENS licence had all been applied for. The Co-Clerk to contact Stuart Labross at TfB regarding electricity for the tree lights. Power for the stalls to be provided by the four sockets in the control box. The DPC stalls will need electricity. The letter to be sent to the residents and shopkeepers was edited and will be distributed by SJ. Advertising for the event to be designed by SJ's daughter. Posters, banners, parking signs and leaflets to be produced. It was agreed that at least five no parking signs will be needed. Signs to be produced by RTA Publicity. Traders will be asked to park in Morten Gardens this year with set up starting at 4.00pm to 4.30pm. They will not be able to park by their stalls this year. Trolleys will be required to enable traders to move their goods to their stalls. SW to borrow trolleys.	SJ to progress SJ to contact TM TR & AH to progress SW to action SJ to progress payments SJ progressing SJ to action SJ to action SW progressing Clerk progressing RH to contact SJ to progress SJ to progress SW to source trolleys
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	The stage will not be installed before 4.00pm. Paul Freeman to provide the sound equipment. SJ to liaise with Paul Freeman re. microphones and speakers. The DPC stalls will have mulled wine, hot chocolate, chocolate tombola and count the sweets. The Rock choir have confirmed their attendance along with the School choirs. The timetable as follows: 6.00pm to 6.30pm School choirs, 6.30pm to 6.40pm Paul Freeman, 6.40pm to 7.00pm Dolly Mixtures, 7.00pm to 7.20pm Rock choir, 7.20pm to 7.30pm Paul Freeman, 7.30pm to 7.50pm Dolly Mixtures, 7.50pm to 8.15pm Rock Choir. SW to finalise arrangements with all choirs. WD to contact Robert Lindsay or source a Father Christmas to turn on the lights. SW to chase WD	SJ to action SW to action WD to progress SW to chase WD
1603/09	<u>Shakespeare 400th Anniversary Event</u> SW reported that around 60 people had attended the event. A lady from the Globe Theatre thought that the production was good. MH advised that we have tried new things this year but we now must look at getting money back at events. Exceptions to this would be a tea dance for the elderly and lonely folk in Denham. The Christmas Fayre will attract more sponsorship each year. Village Hall events could be charged for. More ideas are needed regarding events that can generate revenue. SJ to contact McCarthy Stone as to the facilities that will be beneath the new flats in Denham Green.	SJ to progress
1603/11	<u>Other Events</u> Jazz on the Green. Sunday 18th September SJ reported that this event had gone well with a lot more people attending this time. SJ added that if it was a regular event it would attract a lot more people. It may be a regular event next year, once a month on a Sunday for four or five months. SJ thanked WD for his efforts on this event. Auction Items It was agreed to auction the Golf Voucher and the Photography Session at the Denham Green Fayre. Armed Forces Day Saturday 24th June 2017 SW reported that the Rector was happy to support this event. It would take place late afternoon on the Saturday and would include Pimms, beer and a BBQ. KB had confirmed that the cost to provide a bugler to play the last post would be in the region of £75.00	WD to progress SW to confirm with Rector KB to progress
1603/13	<u>Website Update</u> RH had met with Nexus today and will report back. It is likely that the website will go live in the next two weeks.	Clerk to ask RH for report
1606/06	<u>WW1 War Memorial Update</u> MH reported that the Rector has given all the information to his committee and we await their reply. The final application form needs	Clerk progressing

	completing by 31 st December 2016 (subject to confirmation by WGC).	
1606/09	<u>Village Green Christmas Event 9th December 6pm to 7pm</u> MH advised that Bob had said he would help dress the Christmas tree. SJ to contact the brass band to get costs. MH suggested contacting the Salvation Army Band. The Clerk to find out the delivery date of the Christmas tree. SW reported that the Rock Choir, the Schools Choir and the Church Choir have all confirmed attendance. The Christmas tree lights and Village Green tree lights to be switched on. SJ asked SW if she could get Mr Lindsay to turn them on or ask WD to progress.	MH to progress SJ to progress Clerk to action SW or WD to progress
1607/06	<u>Parish Map & Streetguide</u> MH thought that it was wrong to list the restaurants on the back of the map as it was not inclusive. It was agreed to add some copy regarding the Way and Tillard recreation ground and add in places to stay in Denham. A black line drawing of the Village School is required to replace the Nine Stiles Pub illustration. It was agreed SW to ask Cllr Skelton if she knew anyone who could help with this. The Clerk to look in the plan chest to see if there is anything suitable in there that can be used. It was agreed to charge £1.00 for the new maps.	Clerk progressing SW to action Clerk progressing
1608/05	<u>Tea Dance</u> This item was deferred to the next meeting. The next tea dance will be in the spring of next year, probably around Easter.	Deferred to next meeting
1609/06	<u>Event Check List</u> An Event check List had been circulated to members prior to the meeting. This list is to ensure that everything is covered when organising an event. It was agreed to add 'Objective of the Event' and to put the list in a table format.	SW progressing
1609/07	<u>Village Green Bandstand</u> There has been a suggestion of erecting a bandstand on the Village Green. MH thought that it was a good idea. Agreement from residents would be required along with planning permission in a conservation area. SJ suggested that there is a gap in the trees where it could go. It was agreed to get some examples to look at.	SJ to progress
1609/08	<u>Funding Opportunities</u> MH advised that this needs discussion at another meeting.	
1609/09	<u>Correspondence List</u> There had been no requests made to the Clerk for any item on the Correspondence list.	Noted
1609/10	<u>Any other matters agreed under item 1609/03</u> <u>Christmas Lights</u> RH has approached Stuart Labross regarding using the lamp posts for Christmas Lights. We can only wrap a post with lights and not hang anything from them. Ickenham have wrap around lights that look effective. We need to ask if we can use the big double lights in Tatling End and the lights in New Denham. Costs need to be sought for the lights. The Clerk to ask BCC if we can use the power from the lights.	Clerk to action
	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on Tuesday 25th October 2016 at 7pm in the Council Office.	

	The meeting closed at 9.50pm	
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John Coleman-Clerk
28/09/2016