

Minutes of the COMMUNITIES Committee Meeting

Held on **Monday 22nd November 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
1611/01	<u>Review of Aims and Objectives</u> Agreed as being current.	
1611/02	<u>Apologies for absence</u> Cllr. Mrs M Heath Cllr. Mr A Hans Cllr. Mr W Davey	
1611/03	<u>Notification of urgent matters</u> None	
1611/04	<u>Matters dealt with under urgent action since the last meeting</u> None	
1611/05	<u>Matters arising from the last meeting held on 25th October 2016</u> See below.	
1603/06	<u>Dementia Friendly Communities</u> The Clerk to contact Cllr. Davey to ask him to review the Dementia Toolkit when he is on the road to recovery.	Clerk to action
1603/07	<u>Denham Green Christmas Fayre 30th November 2016</u> No further sponsorships have been received since the last meeting. The Co-Clerk had spoken to Weston Homes regarding sponsorship but had not received a reply. Carters Estate agents had declined to produce advertising boards for the event. TR reported that there were loads of sweets and chocolate for the tombola. As a contingency plan, Poundland were selling Perspex baubles and battery lights for £1.00 TR had started to label the tombola prizes. It was confirmed that the parish council stall table is 6 feet long. SW said that she had a smaller table she would bring along. SJ has two vinyl table cloths for the tables. Two red tablecloths for Tombola and vinyl tablecloth for mulled wine. The raffle prizes confirmed as the Bucks Golf Club voucher, the photography session, the Bosch drill, a meal voucher from the Thai restaurant, a voucher from the Village Butcher, a cake and some	SW action SJ action

toiletries. SW to get raffle book SJ to email list of jobs	SW action SJ action
SJ advised that the lady selling balloons would be paying on the night. The Clerk to check if the RSPCA had paid for their stall. SJ advised that a lady selling sparkly toys had asked to attend the fayre; the committee decided to decline the application.	SJ Action Clerk action
The tree lights are switched on via a socket. The Clerk to remind SW to locate and bring the plunger to the fayre. It was suggested that a child be selected from both schools to turn on the lights; SW to speak to Jessica at the village school. SJ to speak to Amarjeet regarding the Denham Green Academy.	Clerk action SW action SJ action
Posters need to be given out. SS had distributed posters in the shops in New Denham, Willowbank and all the blocks in Kings island. SJ had placed posters in Station Parade shops. KB will place posters in Smiths Nurseries, McDonalds, the BBQ shop and tyre fitters. AP suggested the Airfield Café and Terminal building. The Clerk to place a poster in the Tatling End shop. SW to place posters in the doctors surgery, dentist, Denham Garden Village, Sweet shop and Higher Denham notice board. SJ to do pubs, new Coop in Chalfont St Peter and shops in Harefield.	KB action AP action Clerk action SW action SJ action
Official TfB Road closed signs to be delivered on morning of the fayre	Clerk action
Two Banners are in place in Denham Green, one on the A40 roundabout, one at the junction of the A412 and A40 it was suggested a spare banner could be placed at the Bear on the Barge, SJ to ask.	SJ action
SW confirmed that wooden flat-bed trolleys would be delivered to the fayre on the day.	
SJ reported that Paul Freeman had spoken to the Denham Divas and it had been agreed that the microphones and speakers he has would be sufficient.	
It was noted that the mulled wine and hot chocolate had been purchased. Dr Walsh to drop off urn and Clerk to return	Clerk action
The Clerk to ask Cllr. Heath if she would be interested in doing an interview with Chat and Spin Radio.	Clerk action
AP to provide the water carrier.	AP action
The laminated pricing sheets for mulled wine etc. to be updated.	Clerk action
It was agreed to have a £200 float made up of £1 coins, £2 coins, £5 notes and £10 notes.	Clerk action

1603/11	<u>Other Events</u> Armed Forces Day Saturday 24 th June 2017 Pimms, and BBQ event in the late afternoon with bugler to play the last post. SW to check with the Church office to make sure that the event is on their calendar.	KB action SW action
1603/13	<u>Website Update</u> It was suggested to change the front page picture to a shot of last years' Denham Green Fayre. The Clerk to check with the Co-Clerk.	Clerk action
1606/06	<u>WW1 War Memorial Update</u> The Clerk has the forms to complete; it was suggested asking Dr Walsh if she could completed the forms.	Clerk progressing
1606/09	<u>Village Green Christmas Event 9th December 6pm to 7pm</u> The Christmas tree is being delivered on Friday the 2 nd December. TR to email Bob in the village to see if help can be enlisted to site and decorate the tree. AP offered to help with the tree. A tower will be required to decorate the tree. SJ to ask Jim SJ confirmed that the Brass band has been booked at a cost of £250.00 they will arrive at 5.45pm SW to ask Rosemary if Mr Lindsay can turn on the lights SW to see if she can borrow a concertina gazebo for the event	TR action AP action SW action SJ action SW action SW action
1607/06	<u>Parish Map & Streetguide</u> The Clerk advised that the point had been reached when the map needs to be professionally artworked and the map retouched. The Clerk to get costs from his contacts. SW asked for a quote to be obtained from Boville Wright in Uxbridge.	Clerk progressing
1608/05	<u>Tea Dance</u> Contact needs to be made with Denham Garden Village to see if they are holding an event on St Georges Day, April 23 rd 2017. The Co-Clerk to contact Denham Community Centre regarding availability of the hall for the tea dance.	Susan action Co-Clerk action
1609/06	<u>Event Check List</u> The Clerk to email an updated copy to all members KB to complete a form for the Armed forces Day event	Clerk to action KB action
1609/07	<u>Village Green Bandstand</u> There had been no progress on this item and it was agreed to defer it to the January meeting.	
1609/08	<u>Funding Opportunities</u> There had been no progress on this item and it was agreed to defer it to the January meeting.	
1610/07	<u>Volunteer Vacancies Job Descriptions</u> The folder was reported as up to date	
1611/06	<u>Correspondence List</u> There had been no requests made to the Clerk for any item on the Correspondence list	
1611/07	<u>Any other matters agreed under item 1611/03</u> None	
1611/08	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on	

	Tuesday 20th December 2016 at 7pm in the Council Office.	
	The meeting closed at 8.05pm	

John Coleman-Clerk

23/11/2016