

Minutes of the PARISH COUNCIL meeting

Held on Monday 11th September 2017 at 7.30pm in the Parish Council Office, Denham

Cllrs.	Cllr M Heath (Chairman)	Cllr S Jefferys
	Cllr J Walsh (Vice Chairman)	# Cllr J Newby
	# Cllr K Bowen	# Cllr A Pamment
	Cllr W Davey	Cllr M Skelton
	Cllr A Hans	Cllr S Sproul
	## Cllr G Hollis	Mrs S Williams

In Attendance Cllr Roger Reed

Resident Mrs E Austin

Clerk Jane Lawrence
Co Clerk Roy Hill

1. Apologies for Absence
Apologies denoted by # above, ## no apologies received.
2. Public Session
Resident Mrs Edna Austin was welcomed.
3. Chairman's Report
Cllr Heath attended the 2nd meeting of the Parish Liaison Working group in Aylesbury, She lobbied Paul Hodson and Noel Brown regarding LAF and also attended the Bucks MKALC meeting both on 26th July 2017. Papers were distributed at the meeting.
The Chairman sent a Travellers letter to garner support for a change in the law for trespass to Cllr Nick Naylor, Cllr Roger Reed, Cllr Guy Hollis, Cllr Barry Harding, Ben Temple, Cllr Julia Walsh and our MP Dominic Grieve.
Cllr Julia Walsh met with Dominic Grieve on the 8th September to discuss the Travellers situation in Denham. Mr Grieve was very understanding and promised Cllr Walsh that he would discuss the issue with Mr Sajid Javid Secretary of State for Communities & Local Government. Cllr Walsh will follow up with a letter.
4. Notification of any urgent other business to be taken under item 22
Denham Village Charity
5. Matters dealt with under Urgent Action since Last Meeting
Car accident at Misbourne railings.
Issues arising from the reporting of the accident was that it had to be reported to Amersham Police station where they were unable to give a crime number for insurance purposes. If the Clerk was to get a crime number they would have to contact Oxford. The matter has now been dealt with and a crime number obtained with the help of PC Dobbins in Denham.
6. Reports from County Councillor
Cllr Roger Reed updated the Parish Council on the following matters:
Travellers: He spoke to Dominic Grieve 14 weeks ago and asked him to lobby to get Trespass to be a criminal offence then police can then take action.

LAF: Cllr Reed informed us that he will be chairing a LAF meeting on the 4th October 2017 at the Denham Parish Council Office with representatives' from each Parish or Town Council.

Cllr Heath to represent Denham. Gerrards Cross has indicated that it will not attend. There will be £20,000.00 for projects.

Attendees will include TV Police & Transport for Bucks.

Work on the A412 slip road is due to start this month, Rectory Lane & Slade Oak Lane Spring 2018 and the A40 by July 2018 weather allowing.

Parish Plan: Cllr Reed informed us that he voted in support of the Parish Neighbourhood Plan recognising that Higher Denham had had their plan overturned.

HS2: Colne Valley protesters caused many problems with demonstrations but he said these people were not residents

Village School: The local education authority have met with the County Council and the School's governing body where they have identified significant issues, low numbers of pupils, high turnover of staff and rates of pay. They have approximately 30 children and struggled to form a reception class. A consultation on a range of options will be taking place in October.

Denham Green Academy figures have increased in July. A consultation will be held to discuss whether they would be considered a small rural school enabling them to get help from government grants due to status.

Hollybush Landfill Site: Cllr Reed informed the Parish Committee that the minutes of the 11th July 2017 planning meeting were incorrect. Chair of Planning, Cllr Jefferys, is to investigate and make a statement.

7. Reports from District Councillors

Nothing to report.

8. Associate Members

All AGREED to welcome Edna Austin as an Associate & she signed the papers.

9. Reports from Outside Bodies

Minutes from Denham Aerodrome showed no complaints re noise but had had problems with travellers' and have barricaded the Squadron House. Edna Austin noted that there had been less noise than there used to be.

10. New Charity

The Denham Community Trust

It was agreed to go with the chosen logo. All agreed that the documents from the solicitors' were in order. Cllr Hans' proposed to accept formation of the charity under the agreed constitution. Seconded by Cllr Walsh.

The domain name for the new charity will be denhamcommunitycharity.org

11. Nexus and IT/Website Issues

It was proposed at the Communities meeting on the 22nd August 2017 that we work with another website provider as the current website provider has not met a detailed programme

deadline of 4th August 2017. Vision ICT is a company that has worked with NALC and The Society of Clerks and will produce a website in 30 days. Four references have been taken. Over 11 years they have delivered on time and within budget and were within £50.00 of the Nexus price.

It was proposed to work with Vision ICT by Cllr Walsh and seconded by Cllr Heath. Cllr Heath mentioned there was no need to involve email changes along with the website. Cllr Heath reminded all councillors that the content of the website was to come from them as previously requested and to be interactive with Susan who will be putting content together. Cllr Heath asked for support for the website it was AGREED.

12. Denham Parish Council Website and Domain Name

The website name denhambuckspc.gov.uk was refused by the naming committee because there is more than 1 Denham and there was no hyphen.

It was agreed that denhambucks-pc.gov.uk would be acceptable. Cllr Heath stated the reason for .gov is to show the Parish is a council.

Cllr Jefferys proposed a vote. 5 votes to 4 in favour of denhambucks-pc.gov.uk

All **AGREED** with a 50% upfront payment to be made to Vision ICT.

13. Neighbourhood Plan

Thanks were given to Alan Head who had produced the Terms of Reference document.

The outcome of the planning meeting on the 22nd August was to amend 3 items.

5A – take out “at least” this would leave 5 DPC Councillors and the balance being representatives from residents and key organisations in the parish.

7A – insert 3rd Wednesday in month at 7.15 pm

7G – Insert another line “details of all meetings to be circulated to DPC Planning Committee for all documents to be agreed.

Neil Homer from RCOH confirmed a change of name to ONEILLHOMER LTD all other legal and contact details will remain unchanged.

Resident Alan Head will Chair the Neighbourhood Plan Working Party Committee. All were in agreement that Alan Head would be an excellent Chair.

Clerk to advise Alan Head of updates to Terms of Reference

14. Review of Leases and Rents

Still problems with Cricket Club. A surveyor is still required. **Co Clerk** to pick up quotes to move forward.

15. Tablets for Councillors

Cllr Walsh said 2 tablets were still with Nexus and were not updated as his team were not briefed. Clerks to have meeting with Nexus on Wednesday 13th September 2017. Cllr Walsh is unable to attend so has nominated Cllr Hans but he also is unable to attend. Cllr Heath said she would prefer the clerks to go ahead with the meeting and report back.

Co-Clerk to put a set of questions to Dan Turner from Nexus with regards to providing continuing support and additional email addresses and associated costs.

It was noted that problems with the website were due to lack of website content from the Parish and not with Nexus.

16. Correspondence List

Noted by the members.

17. Highway Considerations

A Consultation on Draft Transport Development Management Policy has been received. The **Co-Clerk** to draft a response.

18. Public Forums

The first of the Public Meetings was held on the 6th September 2017. Approximately 30 people attended.

The questionnaires produced volunteers for the Good Neighbour Scheme and 8 litter pickers along with a lively debate about local issues from residents.
The next two meetings will take on a different format to enable residents and councillors to be interactive.
The next meetings are on the 14th & 19th September 2017.

19. External Audit 2016/2017

The external audit was completed on time and is now in progress. We await their report.

20. Electors Rights

In accordance with requirements, Electors Rights notices were displayed on website and notice board and no enquiries were requested. A letter was sent to Mazzars to confirm as requested that the Electors Rights were displayed on the Parish website 2016/2017 signed by the Chairman.

21. Financial Matters and Reports

- (i) Payments and Receipts: a list of **Payments made totalling £49,494.57** and **Receipts received totalling £14,348.48** made between the **4 July 2017 and the 5 September 2017** is included with papers for this meeting. (See Barclays Transactions List) Noted by the members.
- (ii) Bank Balance: The Barclays current account balance at 5th September 2017 is £153,910.10. Noted by the members.
It was agreed that the **Clerk** should re-look at opening a deposit account as the FCA compensation scheme only covers deposits up to £85K this still being looked into.
- (iii) An Income & Expenditure and Budget Report against Budget was circulated to members at the meeting. Noted by the members.
- (iv) Payments to Approve: a list of payments to approve of **£25904.92** had been included prior to this meeting. Approved by the members. The **Clerk** to compile a list of Direct Debits for the next meeting.
- (v) Financial Regulations Tenders: At the last full Council it was agreed that the levels for tendering were increased to the suggested limits set by EU legislation. This has been amended in the Financial Regulations. It was **AGREED** to set the entry level of £500.00 before three quotes are required. This has now been discussed further and has been raised to £2500.00 and £3000.00 if specialised. Proposed Cllr Hans and seconded by Cllr Sproul.
- (vi) Insurance: 3 Quotes have been received from Came & Co which are enclosed with papers for this meeting, this includes like for like cover plus the addition of insurance cover on the war memorial for one year only. It was agreed that the parish would take a 3 year option of **£2297.29 with Inspire**.
Proposed by Cllr Heath and seconded by Cllr Jefferys.

22. Approval of Parish Council Minutes

The minutes of the Full Council Meeting held on the 10th July 2017 were proposed by Cllr. Heath, seconded by Cllr. Williams and agreed without matters arising.

The minutes of the Extraordinary Council Meeting held on the 17th August 2017 were proposed by Cllr Walsh and seconded by Cllr Williams and agreed with the following matters arising: Change the spelling of Cllr Han to Hans on agenda and minutes. **Clerk** to deal.

23. Approval of Committee Minutes

To approve the minutes of the Committees below and matters arising.

The minutes of the Extraordinary Charity Meeting held on the 17th August 2017 were proposed by Cllr Walsh and seconded by Cllr Williams and agreed with the following matters arising: Change the spelling of Cllr Han to Hans on agenda and minutes. **Clerk** to deal.

The minutes of the Planning Committee Meeting held on 11th July 2017 were proposed by Cllr. Hans, seconded by Cllr. Walsh and agreed with the following matters arising: It was pointed out by Cllr Roger Reed that there was inaccuracies in comments made with regard to Hollybush Lane Landfill Site. This is to be investigated by Chair Cllr Jefferys and a statement made.

The minutes of the Planning Committee Meeting held on 25th July 2017 were proposed by Cllr. Jefferys, seconded by Cllr. Sproul and agreed with no matters arising.

The minutes of the Communities Committee Meeting held on 25th July 2017 were proposed by Cllr. Williams and seconded by Cllr. Jefferys and agreed with no matters arising.

The minutes of the Planning Committee meeting held on the 22nd August 2017 were proposed by Cllr Williams and seconded by Cllr Jefferys with the following matter arising: A new road off Denham Green Lane was named by the parish as Newstead Road instead of Newstead Lane. **Clerk** to inform South Bucks District Council of the decision.

The minutes of the Communities meeting held on 22nd August 2017 were proposed by Cllr Williams and seconded by Cllr Hans with the following matters arising: HS2 Documents to be redistributed by **Cllr Williams** on behalf of the **Clerk**

The minutes of the Services Committee meeting held on 4th September 2017 were proposed by Cllr. Heath and seconded by Cllr. Walsh with the following matters arising: £1700.00 is to be distributed to Higher Denham to help maintain playground equipment. It was noted that Higher Denham do a very good job of looking after their Playground. **Clerk to arrange payment.**
Small amendments on minutes corrected by **Co-Clerk**.

24. Any Other Business

Denham Village Green Charity

It was noted that The Denham Village Green Charity needs a separate bank account.

A resolution was passed that the **Clerk** will arrange to open an account with Metro Bank The balance will be transferred and the amount of money to be transferred to the Charity will be decided when budgets are agreed at the end of the year. Appointed signatories will be Cllr Heath, Cllr Hans and Clerk/RFO. Any two of the three signatories will be able to sign with Clerk/RFO dealing with day to day matters. Proposed by Cllr Heath and seconded by Cllr Williams.

Cllr Skelton enquired where money for the Charity was to come from as many of the people who used to donate have now passed away. It was suggested that the Parish should

renew the process of sending letters to villagers to request donations and a questionnaire to be considered.

Other items to be put on Communities Agenda will include:

Bandstand on green and events throughout the year.

Donations and Questionnaires

Seats on green

Should dogs be stopped from going on the green or just put up a sign pick up after your dog and keep it on a lead

Look into whether dog poo can be mixed with normal rubbish

Food market on green

Councillors were reminded to attend Public Forum Thursday 14th at St Marks Hall.

25. Date of Next Meeting

To confirm the date of the next meeting as **Monday 9 October 2017** starting at 7.30pm. with a Public Session in the Parish Council office.

At this point, the members of the public and Mrs Lawrence left the meeting.

26. **Part 2.**

With no members of the press or public present, it was agreed to proceed to **Part 2.**

The meeting closed at 9.30pm.

Jane Lawrence Clerk - Denham Parish Council.

11 September 2017