

DENHAM PARISH COUNCIL



Minutes of the PARISH COUNCIL meeting

Held on Monday 12 March 2018 at 7.30pm in the Parish Council Office, Denham

Cllrs. Cllr M Heath (Chairman) (MH) # Cllr S Jefferys (SJ)
 Cllr J Walsh (Vice Chairman)(JW) Cllr J Newby (JN)
 Cllr K Bowen (KB) # Cllr A Pamment (AP)
 Cllr W Davey (WD) Cllr M Skelton (MS)
 Cllr A Hans (AH) Cllr S Sproul (SS)
 ## Cllr G Hollis (GH) Cllr S Williams (SW)
 # Cllr R Reed (RR)

Ass. Edna Austin (EA)
 ## Jonathan Huntley (JH)

= Apologies Received
= Absent No Apologies Received

Clerk: Tracey Webb

Minutes number	Meeting Minutes	Action
180312/01	Apologies for Absence As noted above	
180312/02	Public Session No attendees	
180312/03	Notification of any urgent other business to be taken under item 180312/15 1. Unitary 2. HGV/Freight 3. St Mary's Church signs 4. Charity 5. Yoga payments 6. The Pyghle 7. Gerrards Cross and Denham Forum 8. Roy Hill, Co Clerk 9. Tracey Webb, Parish Clerk 10. Neighbourhood Plan	
180312/04	Approval of Parish Council Minutes held on 12 February 2018 MH proposed minutes, SW seconded Amendments to be made on Page 2 AGREED	Clerk

180312/05	Approval of Committee Minutes 1. Service Committee held on 19 February 2018 MH proposed minutes, JN seconded Flytipping at Old Rectory Lane – SBDC have advised that they have no powers to enforce the landowner to remove the waste. JW to send through information regarding enforcement to TW. AGREED 2. Planning Committee held on 27 February 2018 MS proposed minutes, SS seconded AGREED 3. Communities Committee Meeting held on 27 February 2018 AH proposed minutes, SS seconded AGREED	Cllr JW
180312/06	Matters dealt with under Urgent Actions since last meeting None	
180312/07	Chairman's Report 1.Update on Scout Hut Residents meeting went ahead. Letters to residents have been hand delivered to advise what we intend to use the scout hut for. Have received a couple of phone calls relating to this. All positive. Received two offers from residents to join the Good Neighbour Scheme. Another letter to be sent to the residents to advise that the refurb will be going ahead. The costs for this will be added onto the next Services meeting agenda. 2.HS2 Meeting This has been scheduled for 16 March at 2pm at the Denham Parish Offices. Email has been sent to all councillors to invite them. 3.Police Meeting Police Officer Lucy Ludovici will be attending the next Parish Meeting on 9 April 2018 in the Public Session. This will be added onto the next Parish Meeting agenda. 4.Tilehouse and Alderbourne fields MH has advised that it is not looking good for siting the gym equipment as the lease conditions that were first agreed by Bucks County Council have been withdrawn. As a reminder MH advised the Cllrs of the revised lease conditions set out by Bucks County Council. A five year licence with a one year 'get out' clause and costs of £12k maintenance to be offset against rent is not acceptable as the Parish wished to install gym equipment and other sports and community facilities on the area.	Co Clerk Co Clerk Clerk

	Letter to be sent to Bucks County Council with regards to our disappointment of the change and asking why they have come to that conclusion. Siting of the gym equipment is to be discussed at the next Services meeting – to be added onto the agenda. Parish Council will not be maintaining the land going forward. Discussed areas of where the gym equipment can be installed instead; • Tatling End & Way and Tillard – neither site is suitable. • Bottom of The Pyghtle – Parish Council have no legal lease for this land and are unable to arrange this with the railway. Suggestion is to ask the railway again. • Denham Country Park by visitors centre. There was a meeting set up however this was cancelled due to the snow. This will need to be set up again. It has been AGREED that the bill for the solicitor's fees are sent direct to Bucks County Council.	Co Clerk Co Clerk Co Clerk Cllr MH Admin
180312/08	Report from County Councillor None – Apologies received	
180312/09	Reports from District Councillors None	
180312/10	Reports from Outside Bodies None	
180312/11	Other Reports 1.Website Training for JW, TW and Admin Assistant on 13 March 2018. Website Policy to be reviewed/drafted.	Clerk
180312/12	Review of Council Policies and Procedures 1.Council Standing Orders – AGREED 2. Financial Regulations – AGREED 3. Denham Parish Council Constitution – AGREED 4. DPC Health and Safety Policy – Amended and AGREED 5. Risk Assessment – AGREED 6. Basic and Emergency Procedures – To be amended 7. Lone Worker Policy – AGREED and to be re-enforced with training if necessary 8. Asset Register – To be sent around to all Cllrs 9.Draft Fundraising Policy – This will need to be amended, agreed that Denham Parish Council have a policy and the Charity has a separate policy. TW to send soft copy to AH 10. Councillor Code of Conduct – AGREED	Clerk Co Clerk Clerk Clerk/Cllr AH
180312/13	Correspondence List Discussion made regarding the volunteers. They are in the process of being DBS checked.	

	SW has agreed that the money will come from the Communities budget. It was discussed that the Yoga Instructor could apply for a grant going forward for the hire costs. It was discussed that the payment for the sessions could be increased to cover the cost of the hall hire. It was agreed that the Parish Council was unable to pay for the hiring of the hall. 6. The Pyghtle There has been some incidents recently reported of two moped riders in the area. One major incident of a boy being hit with a hammer and another incident of two moped riders coming up behind a resident but the residents dog scared them off before anything happened. It was discussed about CCTV in the area and/or a barrier being installed so moped users cannot get through. It was agreed that the barrier would be more helpful as the riders have helmets and no registration numbers so CCTV would not be useful. Discussed have already taken place with the Police regarding the barrier and the Co Clerk had received the costings for this. This will be raised at the Services meeting. 7. Gerrards Cross and Denham Forum known as LAF local area forum. Minutes to be circulated to all Cllrs. 8. A big thank you to Roy Hill for stepping up while the Clerk position was filled. Roy has now returned to his normal three days a week from 12 March 2018. 9. Welcome to Tracey Webb, the new Parish Clerk. Started on Monday 5 March 2018. 10. Neighborhood Plan SS advised that Willow Bank Residents Association would be willing to be involved with the Neighbourhood Plan. MH asked JN to arrange with WD for residents of Tatling End to come onto the Neighbourhood Planning. All Cllrs arrange for the other Resident Associations to be involved.	Co Clerk Clerk Co Clerk Clerk JN/WD All Cllrs
180312/16	Part 2 Confidential Members Only None	
180312/17	Date of Next Meeting To confirm the date of the next meeting is on Monday 9 April 2018 starting at 7.30pm with a Public Session in the Parish Council Office.	

12 March 2018
Tracey Webb
Parish Clerk