

	1. Grass Cutting The Co Clerk reported that Willowbank and Higher Denham Community Association had continued to perform well with the regular cutting of their grass verges across their communities. First Service had now completed 3 cuts of all areas across the Parish and had performed well with an accepted standard. They had responded well to a request to re-visit one area partially missed during the third cut. The Co Clerk recommended that payment be made of all three invoices AGREED. JW said that she had looked at the correspondence from First Service on why they had not signed the contract and believed that their requests for amendments were in the main supported. She further said that she believed that we should have better instructed BP Collins when drawing up the contract. The Co Clerk responded by saying that there was only one matter raised that we needed to consult with solicitor all other questions we could agree with. We were hopeful that the contract can be agreed and signed very shortly. 2. Rights of Way All Rights of Way had now been cut and tidied up satisfactorily. The next round of treatment will be in March/April. The Co Clerk also reported that in addition to the schedule First Service had completed treatment to an additional Right of Way. The one that runs along the southern boundary of Tatling End Play Area.	The Co Clerk to ensure that payment is made to First Service. The Co Clerk to ensure that Contract discussions are completed and Contract signed.
1709/07	<u>New Denham Allotments</u> 1. Best Kept Allotment Competition The Co Clerk reported that the arrangements for the Presentation were well in hand. It was AGREED that all councillors be reminded about the event and urged to attend. The Committee AGREED to award a Commended Certificate to 16 Plot Holders as a means of encouragement. As well as the traditional prizes. At the event, to be held in the Community Hall on Sunday 24 September 2017, we will endeavor to launch the Allotment Users Group. 2. Report on Plots It was reported that only 4 plots were actually vacant but several had, for one reason or another, been abandoned and totally neglected. The Payback teams had worked hard to keep overgrown plots under control but it has been extremely difficult this year with the amount and speed of weed growth. Additionally we have had, on a few occasions, top soil, wood shavings and compost delivered to the site and off-loaded,	Co Clerk to send a reminder of Annual Event to all Councillors. Co Clerk to finalise presentation and the launch of Allotment Users Association

	without notice. It has been difficult to identify who authorised this and plot-holders have tended to just take what they wanted. We have written to all plot holders informing them that this must stop but it is difficult to 'police' it because the gate is being left open more times than not. We have requested a quotation to improve the state of the roadway and have requested help from Summerlease to improve the situation of the water pumps. We also need to remove the amount of ivy choking the trees around the site. During the year we needed to attend to one tree that had fallen down in the wind luckily with little damage.	
1709/08	<u>Play Areas and Open Spaces</u> 1. Play Area Inspection Reports The Co Clerk informed the Committee that he had received Reports from MS, SS and JN. No concerns were reported. JW reported that she had sent in a report about The Glebe Play Area. She reported that a great deal of work has been carried out by volunteers picking up most of the low/medium risk issues outlined in the RoSPA report. In total the Association had spent £1,700 on the Play Area on maintenance, replacement and introducing new equipment. A new climbing net has replaced the worn one shown in the report; 2 new toddlers swings purchased and fitted; Plastic seats purchased for the see-saw; Chains in good order; New screws fitted; Public seats now fixed securely. 2. Play Area Equipment The Co Clerk had circulated a report listing all play equipment in each play area detailing when purchased, price, work required following RoSPA inspection etc. The Co Clerk said that the equipment needing replacement was all at the Alderbourne Play Area the Multi Play Unit (Age and General Wear), the Toy Train (Age, General Wear and rotting Timbers) and the Playhouse (misuse, vandalism and arson). The unit had been replaced 2 years ago due to original being destroyed by arson. Following discussion the Committee AGREED that the Co Clerk prepare a detailed report for the next meeting of the Committee. 3. Trees at James Martin Close, Denham Green The Co Clerk reported to the Committee that a tree at the end of James Martin Close had lost a branch which had fallen on the rear of a property in Moorfield Road. The owner of the land has been identified and accepted responsibility and the clerk was due to meet the Tree Surgeon and discuss it with	Co Clerk to receive quotes and to prepare a report for the replacement of Play Equipment. Co Clerk to arrange for Tree Surveys of Trees in James Martin Close.

	them. We also were planning full survey of our trees on the amenity areas of James Martin Close. 4. Open Air Gym Equipment JW said that Open Air Gym Equipment should be a regular Agenda item as it appears to have fallen off the Agenda and she requested an update of the application for funding. The Co Clerk reported that he had not received an update from the researcher looking at funding opportunities it did appear most unlikely that we would be successful in our grant application because of the relative wealth in Denham according to the relevant population index. Following a discussion the Committee decided that as part of our attempt to reduce youth from ‘hanging around’ we need to urgently install some outdoor Gym Equipment to give them something to do and to help protect other facilities. The co clerk said that we have a budget to purchase equipment if the Committee so decides. The committee also discussed the purchase and siting of a youth shelter near to the placing of the gym equipment. It was AGREED that the Co Clerk provide a joint report with the new play equipment for Alderbourne and we should plan to site all the new equipment adjacent to the Alderbourne Play Area	Co Clerk to receive quotes and to prepare a report on Youth Shelter and Gym Equipment.
1709/09	<u>Denham Cricket Club</u> The Co Clerk reported that he was hopeful for a member of the Cricket Club being able to prepare a new ‘map’ of the Way and Tillard so that the lease can be completed. The Committee requested that the Co Clerk follow this up urgently and get the lease arrangements completed.	Co Clerk to prioritise work on completing the Cricket Club Lease preparation.
1709/10	<u>Lighting Consideration</u> The Co Clerk reported that SSE had completed updating the street lights in New Denham/Willowbank and part of Denham Green. They are currently awaiting delivery of the remainder of the order. SSE had reported that were still confident that they would complete all the by the end of September however, despite requests, we have not received this confirmation in writing. JW asked why the schedule had changed, from the one circulated at the previous meeting, without notice to Councillors. The co clerk reported that SSE had changed the schedule, without reference, for operational reasons. It was AGREED that the co clerk request SSE to supply a written confirmation of when the work will be completed and, in addition, to request that they adhere to agreed work schedules.	Co Clerk to obtain Schedule from SSE.
1709/11	<u>Highway Considerations</u> 1. Consultation on Draft Transport Development Management Policy	

	JW recommended that the Parish Council participate in the Consultation and send a formal response. It was AGREED that the Co Clerk prepare a Draft response to be discussed at the next Full Council Meeting. 2. A412 Grass Verge Cutting TfB The Co Clerk reported that finally TfB had accepted responsibility for the Cutting of the grass verges alongside the A412 and that they were scheduled to be cut 4 times a year. He said that we had received support from our LAT, Wayne Fabian, in getting resolved. The Committee noted this information with pleasure.	Co Clerk
1709/12	<u>Bus Shelters</u> The Co Clerk reported that following a complaint about damage to the Bus Shelter outside of McDonalds, New Denham, and to the flooding of both Bus Shelters at the top of Village Road, Denham we have had the Shelters inspected and received quotations for necessary works. 1. Bus Shelter BS108 Outside of McDonalds Oxford Road, New Denham Upon Inspection we were advised that this Bus Stop was in a dangerous condition due to one of the supporting pillars having moved forward, due to vibration from heavy traffic, and evidence that the weight of the roof pushing it further out of line. We were advised to close the bus stop until work to repair the shelter was completed. We've had the shelter repaired, at a cost of £1,600 under urgent action and the committee is asked to endorse the action. The Committee AGREED to the action taken. 2. Bus Shelters BS104 (towards Uxbridge) and BS107 (towards Maple Cross) Top of Village Road, Denham Both of these shelters flood with the slightest amount of rain we have tried several ways to drain the water away, without any success. We are advised that because of surface levels of the pavement and the Shelter floor the only solution is to cut a drain in front of the shelter and to direct the water into a soak away drain on the side of the shelter at a cost of approx. £3,900. The Committee were concerned that the solution suggested would result in extra work and cost because the drainage pipe would become blocked with silt and rubbish. The Co Clerk was requested to consult with the builders to discuss this and to seek re-assurances of the solution. It was AGREED that once this had been resolved the work could proceed. 3. Bus Stop in Moorfield Road by Savay Lane This bus stop is not actually fit for purpose and we had a promise from McCarthy & Stone that they would install a footway to the stop to make it safe to use which unfortunately was not done. We have reported this to TfB to request that they make the necessary improvements and Wayne Fabian, LAT,	Co Clerk to discuss with the contractor to be assured that the solution will work and not cause additional problems.

	has given us support and has requested that the work be done for safety reasons. The Committee NOTED the report.	
1709/13	<u>Volunteer Litter Pickers</u> The Co Clerk had circulated a draft Advice Document for volunteer litter pickers. JW commented the document advised that if Litter Pickers come across broken glass they need to ensure that it is safely bagged and asked how this will be achieved. The Co Clerk said that he thought that a secure bin should be provided for each team and all glass to be placed in that. The Committee AGREED that the document be approved.	The Co Clerk to source equipment as AGREED including glass bins
1709/14	<u>Budget Preparation 2018/19</u> The Co Clerk had distributed a Draft Budget Preparation Document which outlined proposed additional expenditure options for the Services Committee including new areas of development. The Committee noted the report and agreed that it was a good initial document which needed further development.	The Co Clerk to further develop the document as required.
1709/15	<u>Local Area Forum</u> It was AGREED that Cllr Marilyn Heath represent the Parish Council. The Denham and Gerrards Cross Local Area Forum inaugural meeting is on Wednesday 4 October 2017.	
1709/16	<u>Denham Scout Hut, The Pyghtle, Denham</u> The Co Clerk reported that we now had a key to the Scout Hut but were still waiting for the lease arrangements to be formalised.	Co Clerk to process
1709/17	<u>Other Business notified at 1707/02 above</u> Parish Public Meetings The Chairman briefly outlined the proposals for the Public Meetings, 6, 12 and 14 September, and informed the Committee what questionnaires had been prepared. JN was concerned that from the questionnaires we could identify the resident completing the form. The Co Clerk and the Chairman stressed that there not be an attempt to do this and that under the data protection act the forms were permitted. Attendees would be assured that they only needed to complete those questions they felt confident in answering. The Committee AGREED that the preparations were good and hoped for successful outcomes. Matters from Previous Meeting Minutes JW commented that she felt the Minutes of the previous meeting did not contain enough identified 'actions' and felt this could result in areas of required work being forgotten.	
1707/16	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on Monday 2 October 2017 at 8pm in the Council Office.	
	The meeting closed at 9.40pm.	

Roy Hill
Co Clerk