

Minutes of the COMMUNITIES Committee Meeting

Held on **Tuesday 25th July 2017** Year 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) Mr W Davey (WD) # Dr J Walsh (JW)	# Ms K Bowen (KB) Mr A Hans (AH) Mr S Sproul (SS) ##Mr G Hollis (GH)
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Clerk: Mr John Coleman
 Clerk: Jane Lawrence

Item Number	Minutes of the Meeting	Actions to be taken
1707/01	<u>Apologies for absence</u> Cllr K Bowen	
1707/02	<u>Review of Aims and Objectives</u> Agreed as current	
1707/03	<u>Notification of urgent matters to be taken under 1706/09</u> SW Minutes of last meeting incorrect AH New Charity	
1707/04	<u>Matters dealt with under urgent action since the last meeting</u> None	
1707/05	<u>Matters arising from the last meeting held on 27th June 2017</u> None	
1603/06	<u>Dementia Friendly Communities</u> To be moved to Wednesday correspondence meeting	
1707/01	<u>Denham Good Neighbour Scheme</u> Cllr Williams has put together folders that contain all points of contact for volunteers and associated forms (role descriptions and expressions of interest and Information & Advice (Health & Wellbeing, Dementia etc) so all can be accessed easily by all. Volunteers need to be identified that will take on the roles of Chair, Secretary and Treasurer to enable the GNS Bank account to be opened. A volunteer co-ordinator has been identified. SW to contact Carlene Litchmore. SW says church offering Christian services to own parishioners but will refer others to us.	Clerk to contact asap
1705/01	<u>Tea Dance Sunday mid-January 2018</u> Venue to be New Denham. Preferred dates 21/28 January. Dates to be confirmed. SW to book DJ Rossi, SJ to bring new ideas to the next meeting.	Cllr Jefferys to lead
1612/01	<u>Jazz on the Green 23rd July 2017</u> Approximately 65 + reported to have attended the event which was greatly enjoyed by all who attended. Thanks were given to Cllr Davey for arranging the event who in turn gave thanks to Roy Hill Co Clerk for help given before and on the day. As the event has proved to be so popular it was suggested that another date be added in September next year.	Cllr Davey To source entertainment for next year SW to liaise with Green Man re date

		clash
1707/02	<u>Armed Forces Day Saturday 30th June 2018</u> Cllr Williams suggested we celebrate this day again, SW to contact Christoph.	Cllr Williams to lead
1707/03	<u>WW1 Centenary Sunday 11th November 2018</u> It was suggested that a street party through the village be arranged but not on the 11 th November. Cllr Jefferys offered to take it forward. Cllr Williams thought the committee should take time to think about it and discuss at next meeting 22 nd August 2017. Cllr Heath will check out what other events or celebrations are being held.	Cllr Jefferys to lead
1706/02	<u>Denham Green Christmas Fayre 29th November 2017 6.8.30pm</u> The Dolly's are not available so will try Iver Rock Choir, DJ Rossi and school choirs. Cllr Han has emailed both schools and will contact them again in September. Cllr Jeffery to contact sponsors Coop, McCarthy Stone, Weston House, Martin Baker, Gibbs Gillespie, Carters in early August. Cllr Williams to arrange stalls, marquees and do budget check for next meeting. 3 quotes to be obtained for marquees. £25.00 to be charged for stands including lighting, Parish Council to arrange to have stand. Cllr to arrange posters, flyers and banners with interchangeable dates for re-use. SW will speak to fairground people. Co-Clerk Roy Hill will give SJ the contact name at Weston Homes.	Cllr Jefferys to lead
1706/03	<u>Denham Village Green Christmas Carols 8th December 2017</u> Cllr Williams to contact Church and Denham Divas. Cllr Hans to contact schools Golf Club to supply Christmas Tree for the 1 st December 2017, they will also erect tree. Roy Hill will contact to let them know the date. Church to decorate and village to decorate. 900 metres of lamps and tubes £6315.00 + vat everything included	
1603/13	<u>Other Matters</u> <u>Website Update</u> Still waiting for Nexus to reply to detailed email with regards to new website, costs and setup for new tablets. Roy contacted Nexus who have apologized for delay as they are busy. A new website supplier was suggested but Cllr Heath pointed that Nexus currently cover support as well and that Cllr Dr Walsh is dealing with them. Cllr Heath suggested a meeting to be set up with Nexus as a matter of urgency.	Cllr Dr Walsh to oversee, Co Clerk to send email to Nexus
16/06/06	<u>WW1 War Memorial Update</u> Now under DPC insurance but still waiting for quote. John to chase SW suggested that this be kept on the agenda to until handover and insurance is not overlooked.	Clerk to chase
1607/06	<u>Parish Maps</u> John has obtained 3 quotes.	Clerk to

	Proposed that we go with Hearts & Bed Printing, 1500 to be ordered at a total of £485.00 plus vat. It was suggested that they be put in a few different places this year ie mobile library and other community buildings to be sold at £1.00 each.	action
1609/06	<u>Event Check List</u> Ongoing whilst recognising that additions can be added as and when they are identified.	
1609/07	<u>Village Green Bandstand</u> Deferred from last it was agreed that Cllr Jefferys would look into it	Cllr Jefferys
1706/04	<u>Annual Parish Meeting</u> The May Coles room has been booked for the 15 th May 2018	Clerk to get quotes for banners
1706/07	<u>Funding Opportunities</u> A meeting at CIB about funding was attended by Cllr Dr Walsh and Cllr Sproul and Clerk Designate. HS2 funding alongside general funded advice has been passed on to Cllr Heath.	Clerk to follow up
1610/07	<u>Volunteer Vacancy Role Description</u> Cllr Williams has put together new individual files for easy access marked as Volunteer Folder & Roles, Events, GNS and Information and Advice contacts. All folders are in the office. Thanks were expressed to Cllr Williams	
1707/06	<u>Correspondence List</u> TENS Licence for Jazz on the Green in August 2017	Clerk to action
17/07/07	<u>Banners</u> Banners that we have were checked to make sure in good condition and the old ones destroyed. New banners will have changeable numbers, room or event to save ordering new ones each year. Banners kept were: Volunteers banner for Village Fayre Serving Our Community Denham Green Fayre	Cllrs Jeffery & Williams to arrange
17/07/08	<u>Any other matters agreed under item 1707/03 above</u> Cllr Han has been working with IBB Law to set up a charity for the benefit of the community. He suggested a possible name of the Denham Foundation. Cllr Heath thought it a bit staid so should look to discuss other names. It was pointed out that we need a charity for road closures for Denham Green Fayre otherwise a fee is charged. The charity will raise funds from 3 rd parties ie Tesco, Legacies etc. IBB Law have put together a scope of works needed to set up the charity of about £2000.00. The charity will require trustees and a separate bank account. It was questioned whether Cllr's would have a conflict of interest if they were to be trustees. This is to be investigated. The charity would be open to members of the public being trustees of the charity. The Parish would be looking to put the income from the Bungalow into the charity to give out to good causes. Cllr Williams	Cllr to give corrections to clerk Cllr Hans to keep committee updated on progress and costs

	said event profits could also be put to good causes as well. Cllr SW noted that there were errors on last set of minutes so will pass corrections to clerk. Jane Lawrence asked why there was a need to involve lawyers setting up a charity for the Parish. Cllr Han said that as he had no previous knowledge of opening a Charity Account that it would be easier and quicker this way. JL suggested that Community Impact Bucks as part of the service they offer the community would help in the setting up of the new Charity including all policies and procedures that would be needed for free. Cllr Han said that it needed to be done quickly but would discuss the benefits of both further at a meeting arranged for Friday at 3.00pm.	Cllr SW to give corrections to clerk
1707/09	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on Tuesday 22nd August 2017 at 8pm in the Council Office	
	The meeting closed at 9.20pm	

Jane Lawrence
Clerk
25th July 2017