

Minutes of the SERVICES COMMITTEE Meeting

Held on Monday 25 June 2018 in the Council Office at 8.00pm

Cllrs Cllr M Heath (MH) - Chairman Cllr S Williams (SW) - Vice-Chairman # Cllr W Davey (WD) # Cllr A Pamment (AP) Associate Jon Huntley	## Cllr J Newby (JN) Cllr M Skelton (MS) Cllr S Sproul (SS) Cllr J Walsh (JW) Associate Edna Austin
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= Apologies Received

= Absent No Apologies Received

Co Clerk Roy Hill

Item Number	Minutes of the Meeting	Actions to be taken
1806/01	Apologies for absence. As indicated above.	
1806/02	Notification of any urgent matters to be taken under item 1806/15. The following items were Notified; 1. Cllr MS – Japanese Knotweed 2. Cllr MH – Memorandum of Understanding on Travellers	
1806/03	Matters dealt with under urgent action since the last meeting on 21 May 2018 not dealt with in the agenda. Cricketfield Bungalow – the tenant has now left the property and a new tenant was scheduled to move in on 7 July 2018 but today informed us that they will move in on 14 July. There is some work necessary before they take over tenancy including : Replacement Window in main bedroom to include triple ventilation slots, attention to small patches of mould in 3 rooms; some of the garden plants and bushes need trimming back and the floor covering in the bathroom and toilet needs replacing – AGREED.	Clerk
1806/04	Matters arising from the minutes of the last meeting on 21 May 2018 1802/01 Litter Bins SBDC have informed us that the bin has been installed but we dispute this and are still chasing for information – NOTED.	Co Clerk

	1802/02 Fly Tipping at Old Rectory Lane. The matter is progressing albeit slowly. Cllr JW reported that it has been reported that the landowner is expected to confirm a schedule of work in the next week or so – NOTED. 1804/01 Mud on A412 North Orbital - We have not yet received a reply and the Co Clerk was requested to follow this up. It was noted that that road has recently been much improved outside this site except there is concern that several lorries are being parked on grass verge opposite. The Co Clerk has been requested to write and advise them that they are responsible for reinstatement when finished. 1804/02 Trees on side of A412. Everyone is very pleased with the work being completed by Artemis and it was reported that residents have also commented. The Co Clerk reported that Artemis had decided to extend their work area further north along A412 – NOTED with gratitude to Artemis.	Co Clerk
1806/05	Correspondence List NOTED.	
1806/06	Financial Report NOTED.	
1806/07	Devolution of Services 1. Grass Cutting: The Co Clerk reported that the first cut performed by Blue Sky would start on Wednesday 27 June 2018 across the Parish – NOTED. 2. Rights of Way: The Co Clerk reported Blue Sky had cut the Higher Denham to Tilehouse Way Footpath on Friday 22 June 2018. It was further reported that TfB had found a little extra money and were due to improve the small area of the path that was badly worn and liable to flood. Associate EA said that the whole length was very uneven and it was pointed out that is is a footpath and difficult to do anything to correct this due to budget constraints. 3. Cllr JW asked about use of weed spray and the Co Clerk responded that TfB confirmed that they would never use weed spray on ROW and advised against it. They also said that if we did so we must ensure that we only use approved material and licensed and controlled contractors. 4. Associate JH said that as he was not now working he would volunteer to walk the ROW and where necessary 'strim as he walked'. The committee thanked him and asked the Co Clerk to speak with Wayne to check what we would need as well as an Industrial Strimmer and to request that he provide some advice for Associate JH – AGREED.	Co Clerk Co Clerk

1806/08	New Denham Allotments 1. Cllr JW reported that she and Cllr Karina Bowen (KB) had spent the afternoon of Friday 22 June 2018 carrying out the Annual Inspection of plots. She said that she had requested some information of plot holders from the Co Clerk, which she now had, and was now able to complete her report. – NOTED. Cllr JW also reported that a volunteer had been identified, relation of a plot holder, who was prepared to keep the vacant plots strimmed and ready re-letting provided we funded the petrol and costs of material – AGREED. The Chairman said that this needed to be referred to the Allotment Users meeting for their agreement. 2. Cllr JW said that some plots were difficult to identify due to lack of numbering and said that it needed urgent attention. It was AGREED to ask the Allotment Users meeting for their agreement to look at this and to suggest solutions.	JH JH
1806/09	Play Areas and Open Spaces 1. Play Area Inspection Reports The Co Clerk reported that no reports had been received for Alderbourne (Associate Glenda Barney), Denham Green (Cllr SJ), Denham Green Open Space (Cllr GH) and Tatling End (Cllr JN). The Co Clerk was asked to write to all stressing the importance of the reports and request that they are regularly completed. 2. New Play Area Equipment – Alderbourne The Co Clerk Reported that the equipment had now been ordered and there was a Pre-Start meeting arranged for Thursday 5 July with a project start on 30 July 2018 – NOTED. 3. Gym Equipment Ongoing.	Co Clerk Play Area Monitors. Co Clerk
1806/10	Denham Cricket Club The Co Clerk distributed the 'Survey Map' of the proposed lease area. It was confirmed that we had been informed by the Cricket Club that they were not in a position to proceed with the use of the area proposed for the Tennis Practice Nets and the additional wicket. It was AGREED that the map should be revised to exclude those areas and to show the existing leased area.	Co Clerk
1806/11	Lighting Considerations 1. Light outside of 33b Lower Road, Higher Denham - NOTED. 2. Install Floodlight on Lamp Post Adjacent to Alderbourne Play Area NOTED. 3. 1804/11 Three unused lights on Lindsey Road Estate have been removed at a total cost of £1,603.62 for Health & Safety reasons – NOTED.	
1806/12	Highway Considerations 1. Lighting at Bus Stops The chairman reported that further research was needed on this because early indication were that the cost would be in excess of	

	£2,000 per shelter. The Co Clerk asked the Committee to authorise negotiation with JC DeCaux Ltd to see if they would be interested in assisting us with the bus shelters. After a brief discussion the it was AGREED that the Co Clerk could make an approach 2. 1804/15/3. Pothole at A40/A412 Traffic Lights – It was recognised that the Pot Hole is getting larger and becoming more difficult to avoid – NOTED.	Co Clerk
1806/13	The Pyghle 1. Ongoing - NOTED. The Chairman reported that we had applied for LAF funding to attend to the hedge between the footpath and the bridleway and also to some of the low hanging trees – NOTED. 2. As there was no objection to the proposed works it was AGREED to accept the quotation from L&J Metalwork in respect of Restrictor Under Railway Bridge L&J Metalwork £1215.00 and Safety Barrier Quote L&J Metalwork £1125.00	Co Clerk Co Clerk Co Clerk
1806/14	Denham Scout Hut, The Pyghle, Denham Despite several attempts by us and Cllr Hollis we were still finding it difficult to make any progress with SBDC. We had an admission that no work had been started. The Chairman requested Cllr Hollis to try again and he has emailed the Chief Executive, Bob Smith. The Co Clerk was asked to take every opportunity to get this matter progressed as soon as possible and to further enlist the help of Cllrs Hollis and Reed. He was also asked to report the matter to the Leader of SBDC, the Chief Executive of Chiltern DC and Cllr Martin Tett.	Co Clerk
1806/15	Other Business Notified at 1806/02 1. Japanese Knotweed Cllr MS reported that she had received information from a resident that since the Catholic Church had tidied up their frontage they had exposed the Stanley owned land. It is believed that there are a number of large clumps of Japanese Knotweed and there is great concern amongst residents. The Co Clerk said that he understood that this matter should be reported to Olivia Stapleford and seek her advice – AGREED. 2. Memorandum of Understanding on Travellers We had received information from BCC concerning a Cross Authority arrangement to monitor and control unauthorised encampments across the County and the procedures Parish Councils, and other bodies should follow in the event of an unauthorised encampment of travellers. Concerns were expressed as to the lack consultation with other stakeholders and	Co Clerk Co Clerk

	lack of clarity as to how information will be circulated and what resources will be available to enforce action. The Co Clerk was asked to prepare a response stating our concerns that the Draft was not circulated before being finalised and to seek assurances of what action and procedures would be followed. 3. Future arrangements for Devolved Services The Chairman reported that we had today received details, from Mark Averill, of the future of Devolved Services. BCC have agreed that the present scheme be extended to operate for a further 4 years unless current participants wanted to give notice of termination. They also indicated that they were looking for Parish/Town Councils who were willing to participate in extending their Devolved involvement by providing for repairs to roads, kerbs and pavement defects. It was AGREED that we should inform BCC now that we wanted to continue with the present Devolved Services arrangements and were very interested in the possible extension of the Devolved services we offer.	Co Clerk Co Clerk
1806/16	Part 2 Confidential – Members Only	
1806/17	Date of Next Meeting To confirm the next scheduled meeting as Monday 16 July 2018 at 8pm in the Council Office.	

Meeting Closed 21:40

Roy Hill
Co Clerk
25 June 2018