

DENHAM PARISH COUNCIL



Minutes of the PARISH COUNCIL meeting

Held on Monday 8th April 2019 at 7.30pm in the Parish Council Office, Denham

Councillors

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)

Associates

Edna Austin (EA)	Jonathan Huntley (JH)
Marilyn E Hagon (MEH)	

Cnty Cllr # Roger Reed **Clerk** - Jagjit Brar

Minutes Number	Meeting Minutes	Action
190408/01	Apologies for Absence	
190408/02	Public Session	
190408/03	Notification of any urgent other business to be taken under item 190408/20 1. Cllr MH - the Cricketfield Bungalow	
190408/04	Approval of Parish Council Minutes To approve the minutes of the Meeting of the Parish Council on 11 March 2019 and any matters arising presented by Cllr MH – seconded by Cllr JN	
190408/05	Approval of Committee Minutes To approve the minutes of Committee as listed below and any matters arising: Communities Committee held on 13 March 2019 presented by Cllr SW – seconded by Cllr WD Services Committee Meeting held on 18 March presented by Cllr MH – seconded by Cllr JN and 1 April 2019 presented by Cllr MH – seconded by Cllr JN 1.4.19 minutes Cllr JW – reason for increase in rent of garage in the village? Cllr MH – firstly declared a personal interest then said she had recommended it should be raised as it had been the same for years. Rent can only be changed when lease is up for renewal and costs for changing lease were prohibitive. Planning Committee held on 13 March presented by Cllr GH – seconded by Cllr SW and 2 April 2019 presented by Cllr GH – seconded by Cllr SW	

	Clerk to amend the Planning minutes 2.4.19 – Cllr MS was in attendance, it was Cllr SS who was absent. Cllr GH presented an update on Springbridge and the current actions which has been taken by the Clerk and himself. Cllr WD commented that there were similar issues with O'Malley a few years ago and they now ensure all trucks are covered as they are liable for any trucks leaving their site.	Clerk
190408/06	Services Committee 1. Denham Cricket Club – waiting for the map to be outlined, and then the comments on the new lease can go back to the solicitors. 2. Allotments – nothing to report. 3. Springbridge – Cllr GH reported on Planning minutes 2.4.19. With regard to making representation for operating license, owners or occupiers of land in the vicinity to make representations. Cllr GH was told that as an owner of land he could not make a representation and it was only an official body who could make one. Parish councils cannot make representations. However the letter we rec'd appeared to state the opposite. The Clerk responded to the application with a complaint on behalf of the residents of Oxford Gardens, Courtfield Gardens, Bronsdon Way and Cheapside Lane. The response was that only landowners can make representations. It was pointed out that DPC owns the Way and Tillard therefore should respond as a land owner. 4. Allotment Meeting 27 February 2019 – reported at the last meeting 5. 20 is Plenty – Cllr AP – he sends apologies and will update us next time. 6. ICP Adoption Agreement – Southern Electric (SSE) tender quote nearly 3 x greater than the previous one, SSE said they undercharged us the first time. We sent out 5 tenders. Chair met with the Clerk and Co-Clerk to review and concluded a) that as all the lighting has been upgraded this year we do not need a day and night scouting license. We believe that residents would let us know if any lights went out	Clerk

	b) cleaning of the lights unnecessary this year c) survey of the lights also unnecessary this year DPC then decided we didn't need a contract at all – we would hire in adhoc. We asked the insurance company what the cost would be for lamps but we have not yet received feedback. We understand this Adoption Agreement is between SSE networks and SSE lighting with regards the re-connection of electricity supply following damage to up to four lamp posts. If more than four lamp posts are damaged within the year an additional payment would be required. Our experience over the last couple of years has been one lamp down each year. Cllrs happy to go with whatever the Co-Clerk decides once clarification is received.	Co-Clerk
190408/07	Denham & Gerrards Cross Local Area Fund We are still in negotiation in trying to retain approx. £8,000 allocated to restoring Denham Scout Hut which has been delayed, by CDC/SBDC, and may now be withdrawn. Cllr MH - Nothing more has progressed so it looks like we will lose this funding.	
190408/08	Local / Neighbourhood Plan (NP) Cllr MH – Received an enquiry from Jacqui McGowan, the Chair of Higher Denham Community Association. At their AGM residents felt they had not been included enough in the process. Cllr MH said that Higher Denham has had the same involvement as all of the other four areas and was unsure why they felt they had been left out? EA - All Higher Denham residents have been invited to every meeting and there was also a call for volunteers to be involved on more than one occasion, in the In and Around Denham publication and at public meetings. Cllr MH has invited Jacqui to sit on the NP Steering Group and signposted her to the NP for Endlesborough which is the model we are following, together with directing her to the SBDC website for Local Plan info. Cllr JW – raised questions over the site assessments (55 in total) provided by Neil Homer and felt it important that we get a statement from him as to how these areas were selected? During the NP meetings there was concern as to what the selection criteria was? Cllr MH responded that the maps are	

	not set in stone but should be used as a guideline to help people through the process. Residents can comment on anything they want in their area even if not on the maps. Cllr MEH added that her group in New Denham found the map helpful and felt the need to comment even on areas that haven't been highlighted as it has changed so much since the maps were produced. Cllr JW – are there minutes from meeting with Neil Homer and the Planners back in January? Cllr MH – these minutes are not public. Cllr GH advised that the maps are probably taken from the a document published on the SBDC website.	
190408/09	Matters dealt with under Urgent Action since Last Meeting HS2 – Still to respond to Greatworth Parish Council. Clerk updated that a meeting has been arranged with HS2. Cllr JW asked who was attending? – Cllr MH and Cllr SW and Joel + Emma. Cllr JW said that Emma has not responded to her emails sent with pictures. NOTE for us to raise at our meeting Review of Council Policies and Procedures The council is required to annually review its Rules and Procedures 1. Council Standing Orders 2. Financial Regulations Clerk to go through and check both as there were a number of square brackets where it should be either/or for both Standing Orders and Financial Regulations 3. Councillor Code of Conduct – Approved 4. GDPR Policy - Approved	Clerk Clerk Clerk
190408/10	Chairman's Report 1. Parish Liaison Unitary Council Feedback has been received from Cllr JW 2. SBALC Update – the Chairman was reading out a report from Wendy in Iver. Unsatisfactory. 3. A412 Cycleway - brief meeting in the DPC Offices as part of BCC's feasibility study meeting re cycleway down from	

	the Hertfordshire down to Denham Station. DPC requested the cycleway continue from Denham Station to the A40.	
190408/11	Reports from County Councillor None.	
190408/12	Reports from District Councilors They are appointing people in the participation of the shadow unitary. Not heard who will be sitting on this.	
190408/13	Reports from Outside Bodies Cllr JN – minutes of the Denham Aerodrome committee have been submitted to Co-Clerk. To be circulated after this meeting. Cllr SW also submitted a report from DAHS2 meeting, to be circulated after this meeting.	Clerk Clerk
190408/14	Other Reports None	
190408/15	Correspondence List Noted	
180312/16	Councillor Tablets Apps – To discuss Cllr MH suggested the reason that many Cllr's are struggling with the tablets is because they do not use them for anything else? If continuously used Councillors will be able to get familiar with them. Cllr MH proposes that Cllrs can make use of them for private use. Cllr JW - if you have apps for games and watching films etc, they can easily be infected with viruses. DPC are part of government, they are government owned tablets, should we allow apps on these tablets? Cllr SW – good idea but perhaps with some restrictions? Cllr KB - uses it for personal use Cllr AH – cannot get minutes on phone, uses laptop. Main issues: carrying yet another device (lots are unable to get emails on their phones). Agreed for Clerk to query again with Nexus about how safe or unsafe apps will be. A Website Policy can be drawn up.	Clerk
180312/17	Website - Cllr JW 1. Meetings ago it was agreed we would adopt the London Bridge policy – black page with suitable photo. They have now suggested we have two further protocols, Forth Bridge and Menai Bridge. Cllr JW suggested we should sign up for these too. Agreed Clerk to action London and Forth Bridge	Clerk

	2. Opportunity to link our website into facebook and twitter for news stories	Clerk
	3. Website accessibility – required by September 2020	Clerk
190408/18	Committees for 2019/20 All Cllrs to complete grid and return to Clerk	All Cllrs
190408/19	Financial Matters and Reports 1. To note current Barclays Bank balance Income and Expenditure Report - noted 2. To note current Metrobank balance - noted 3. Payments Approved and those to Approve – Approved. 4. RBS Annual Budget 2019 – 2020 – By Centre Cllr AH - EMR figure still incorrect we are waiting for close of period before auctioning	Clerk
190408/20	Other Urgent Business (as agreed under 190408/03) 1. Bungalow – annual check. Property is being well looked after but there is a list of minor items that need doing. Some issues: Water staining to the ceiling, mould coming back through ceiling after report, magnets need fixing in door in cupboard, rear garden step is rotting. DPC to get quotes and proceed. All agreed.	Co-Clerk
	Date of Next Meeting To confirm the date of the next meeting is on Monday 13 May 2019 starting at 7.30pm with a Public Session in the Parish Council Office The Chairman announced that Cllr John Newby had handed in his resignation to take effect from the end of April, due to personal commitments. We would all like to thank him for his years of service to the community. He will remain on the Residents Association in Tatling End.	

Upcoming Meetings and Events

7.00pm	Tuesday	16 April 2019	Communities Committee
7.15pm	Wednesday	17 April 2019	Neighbourhood Plan Steering Group
8.00pm	Tuesday	23 April 2019	Planning Committee
7.30pm	Wednesday	8 May 2019	ANNUAL PARISH MEETING

Meeting Closed 8.45pm
Jagjit Brar
Clerk