

You are SUMMONED to attend the MEETING OF THE PARISH COUNCIL on Monday 10 February 2025 at 7:30pm at **Denham Grove Hotel, Suite 1, Conference Wing, Tilehouse Lane, Denham UB9 5DG.**

**** Please NOTE change of Venue for this meeting ****

The Press and Public are entitled to attend the meeting, please email clerk@denhambucks-pc.gov.uk if you wish to address the Council in the Public Session. However, the Council may pass a resolution excluding them at any time or at any stage of the proceedings on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and the nature of the interest.

Meeting Etiquette:

- Grammatical correction of minutes to be sent to the Clerk ahead of the Full Council Meeting
- Agenda items to be sent to the Clerk a week ahead of the Full Council Meeting accompanied by background information.
- Members raise their hands to speak and wait until Chair calls them to speak.
- Members to observe the Code of Conduct and Communication Charter in being polite and respectful.
- Principles of public life – **Selflessness, integrity, objectivity, accountability, openness, honesty, leadership**

Agenda No	Agenda Item
20250210/01	Welcome and Apologies for Absence
20250210/02	Declaration of Interests Under Section 33 Localism Act 2011 to grant dispensation to Councillors who may have incurred expenses whilst carrying out their duties as a Parish Councillor.
20250210/03	Public Session (not to exceed 15 mins – Standing Order 3 (e & f) and no member of the public can speak for more than 5mins, Standing Order 3 (g).
20250210/04	Approval of Minutes • Minutes of the Planning meeting held on 7 January 2025 • Minutes of the Full Council meeting held on 13 January 2025 • Minutes of the Communities and Events meeting held on 21 January 2025 • Minutes of the Services meeting held on 3 February 2025
20250210/05	Reports from Outside Bodies
20250210/06	Chairman's Report
20250210/07	Report from Unitary Councillors
20250210/08	Executive Clerk's Report (Verbal Update) Town and Parish Clerk's Forum held on Monday 20 January 2025 at High Wycombe
20250210/09	Associate Members co-opted to Parish Councillors Under Section 89 Local Government Act 1972 to co-opt our two Associate Members onto the Parish Council. This is only until the whole Council retires in May 2025, due to this being an election year in Buckinghamshire Council.

	Nomination forms will be issued to all candidates in due course. Recommendation: This Council agrees to the appointment of Jade Griffiths-Heath and Nicolas Abadjion to Denham Parish Council as co-opted Councillors
20250210/ 10	Small Claims Court Action A lamppost was knocked over by a HGV in Broken Gate Lane, which resulted in SSEC being called out to cut the power to the damaged light. SparkX contractor was called out to replace the damaged streetlight. The total cost of replacing and reconnecting the supply totals £7,365.00. The HGV company were informed and initially agreed to covering the cost, but with the cost of disconnection and re-connection their insurance company is only covering up to £5,000 of the claim. If we accept partial payment, it will be deemed in law that this will be the final settlement. At all times the HGV company has been informed of the parish council's involvement throughout this process. Recommendation: This Council agrees to recover the full costs associated with replacing this streetlight and this will mean applying to the small claims court to recover our associated costs.
20250210/ 11	Mending the Misbourne A funding application to the HS2 Additional Projects Fund has been submitted for delivery of the Mending the Misbourne by the Chiltern Chalk Streams project. They are keen to demonstrate the level of engagement and support for this project amongst stakeholders. We would be very grateful if Denham Parish Council are able to provide a letter of support. Recommendation: This Council agrees to a letter of support being submitted to the Chiltern Chalk Streams by 24 February 2025.
20250210/ 12	Speeding Moorfield Road Contacted by our local PCSO advising that HS2 lorries using Moorfield Road have been speeding as they have been coming down the hill at 38mph within a 30mph zone. It has been suggested to place our MVAS at the junction of Link Way/Savay Lane to try and reduce the speed to make drivers aware. Recommendation: To agree for an additional pole to be sited close to this junction of Link Way. The cost of a Bucks permit is £193 for minor works (Section 171 Highways Act 1980) and SWARCO's associated costs of placing a pole for future MVAS deployment. In 2023, we implemented a similar pole in Tilehouse Lane which was £1,165.00 + £395 for the NAL socket = £1,753.00 (Approx).
20250210/ 13	2025 Bespoke Training for Parish Councils • Creating an effective Council Communications and Community Engagement Strategy Package • Building confidence and participation skills and dealing with difficult people and situations

	Recommendation: The Council needs to agree when the training should take place for these two separate courses. They can be arranged in the evening, but a month approximation will be helpful to notify Bespoke Training.																						
20250210/14	NALC Consultation on standards and conduct (To Note) The above online consultation was carried out by the Chair of the Parish Council and the Clerk, as feedback was required by 2 February 2025. Feedback on this consultation can be found in SharePoint.																						
20250210/15	Software Update on IT Infrastructure Verbal report to be given by Cllr JW																						
20250210/16	Neighbourhood Plan Verbal report to be given by Cllr AH																						
20250210/17	Martinsfield (Nothing to Report)																						
20250210/18	Financial Matters and Reports 1. Flagstone Update (See attached) 2. Financial Budget Heading (See attached) 3. Financial Budget Comparison Report (See attached) 4. Finance Correspondence List 5. Payments Report for January/February 2025 (See attached) £17,277.76 <table border="1"> <thead> <tr> <th colspan="2">Expenses over £500 + VAT for December/January 2025 (To Note)</th></tr> </thead> <tbody> <tr> <td>Dr Tech – Monthly IT Charges - January</td><td>£621.32</td></tr> <tr> <td>Turfcare – MB Grass and Marking – January</td><td>£772.20</td></tr> <tr> <td>Take One – Retainer</td><td>£600.00</td></tr> <tr> <td>Denham Parish Church – Hall Hire for memory Café 2025</td><td>£512.00</td></tr> <tr> <td>Premier Clean – Graffiti Remover - Deposit</td><td>£1,156.00</td></tr> <tr> <td>Premier Clean – Anti Graffiti Gel - Deposit</td><td>£2,415.00</td></tr> <tr> <td>Marlec – Solar Lighting Bus Shelters x6</td><td>£7,339.49</td></tr> <tr> <td>Breakthrough Communications – Courses Council Comms & Strategy</td><td>£948.00</td></tr> <tr> <td>R Watts – Tree Surgery</td><td>£1,692.00</td></tr> <tr> <td>Total</td><td>£16,056.01</td></tr> </tbody> </table>	Expenses over £500 + VAT for December/January 2025 (To Note)		Dr Tech – Monthly IT Charges - January	£621.32	Turfcare – MB Grass and Marking – January	£772.20	Take One – Retainer	£600.00	Denham Parish Church – Hall Hire for memory Café 2025	£512.00	Premier Clean – Graffiti Remover - Deposit	£1,156.00	Premier Clean – Anti Graffiti Gel - Deposit	£2,415.00	Marlec – Solar Lighting Bus Shelters x6	£7,339.49	Breakthrough Communications – Courses Council Comms & Strategy	£948.00	R Watts – Tree Surgery	£1,692.00	Total	£16,056.01
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20250210/19	Date of Next Meeting 10 March 2025 at 7.30pm, at Denham Grove Hotel, Tilehouse Lane, Denham UB9 5DG																						

Signed: Derek Wilson – Executive Clerk and RFO

Date: 5 February 2025

Upcoming Meetings and Events:

Time	Day	Date	Meeting
6.30pm	Wednesday	12 February 2025	Policy and Procedures Meeting, Parish Office
3pm to 5pm	Sunday	16 February 2025	Afternoon Social and Bingo, Denham Hall
7pm	Tuesday	18 February 2025	Communities and Events, Parish Office
7.30pm	Monday	3 March 2025	Services meeting, Parish Office
7pm	Tuesday	4 March 2025	Planning meeting, Parish Office
11am to 2pm	Friday	7 March 2025	Memory Café, St Marks Hall, Denham Green
7.30pm	Monday	10 March 2025	Full Council meeting, Denham Grove Hotel