

Minutes of 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.

Councillors:	Cllr S Williams (SW) – Chairman	Cllr A Head (AWH)
	Cllr J Walsh (JW)	Cllr B Keen (BK)
	# Cllr A Hans (AH)	Cllr E Austin (EA)
	Cllr M Heath (MH)	## Cllr G Hollis (GH)
	Cllr W Davey (WD)	# AM J Griffiths-Heath (JGH)
	# Cllr S Jefferys (SJ)	AM N Abadjion (NA)
	## Cllr M Goonesekera (MG)	# = Apologies received ## = Apologies not given
Clerk:	Derek Wilson	

Meeting was voice-recorded

Agenda No	Minutes	Actions
20250210/01	Welcome and Apologies for Absence Apologies received from Cllrs A Hans, S Jefferys and AM J Griffiths-Heath Cllr J Chokkar and Cllr T Broom were welcomed to the meeting.	
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. Cllr J Walsh declared a non-pecuniary interest in item 11, as the river flows through her land. Cllr M Heath declared a non-pecuniary interest in item 4 on part 2 agenda.	
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). Cllr Thomas Broom attended the meeting giving a brief introduction. He is a Unitary Authority Councillor for Buckinghamshire, representing Gerrards Cross and is hoping to represent Gerrards Cross and Denham at the election in May.	
20250210/04	Approval of Minutes - Minutes of the Planning meeting held on 7 January 2025 – Proposed by Cllr JW and Seconded by Cllr SW – Agreed by the members present. - Minutes of the Full Council meeting held on 13 January 2025 – Proposed by Cllr SW Seconded by Cllr AWH – Agreed by the members present. Cllr MH asked about the NALC (Bespoke) training, as she was unable to attend the previous meeting. This will be covered under Item 13. Cllr AWH referred to the Pony & Trap meeting, which will be covered under Item 7.	

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	It was also reported that members of the public should get a report back from FMS within 10 days of the report. The Clerk referred to the lack of a HELA information from Bucks at the meeting, as this is important information, identifying strategic site allocations that can be fed into a future Neighbourhood Plan.	
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. Recommendation: This Council agrees to the appointment of Jade Griffiths-Heath and Nicolas Abadjion to Denham Parish Council as co-opted Councillors. Resolved: As only Nicolas Abadjion could join us this evening, only his appointment can be approved. He accepted the nomination and members agreed to him joining the Parish Council. He was welcomed by the Chair. Jade Griffiths-Heath will be appointed at a future meeting of Full Council when they are in attendance. Action: Clerk to sort out paperwork for the newly elected Councillor to sign.	EC
20250210/10	Small Claims Court Action A lamppost was knocked over by a HGV in Broken Gate Lane, which resulted in SSE being called out to cut the power to the damaged light. Our contractor, SparkX, 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 kept fully informed of all the costs and initially agreed to cover 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. Resolved: It was agreed to pursue this action and to claim loss of earnings, interest and time generally spent on action taken within the process. Cllr MH proposed, Cllr AWH seconded and was dully agreed by the members present. Action: Clerk to progress with the claim through the small claims court.	EC
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. Resolved: The Clerk to provide a letter of support to be sent from Denham Parish Council to the Chalk Streams Project advising our support for this restoration of the Misbourne. N.B. Just to be aware at this stage of the process there is no financial consequences for this level of support.	EC
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). Resolved: The Clerk to contact HS2 directly to see if they will contribute towards the installation of this pole.	EC
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. Resolved: It was agreed by the members present to do one day in June and to cover both topics in one day. The Clerk to email the company to find suitable dates in June and to relay these dates through to Councillors. 5 members voted in support for one day and 2 members voted against and wanted the training over two days.	EC
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. The information is not clear when reviewed through SharePoint due to the way it was downloaded.	
20250210/15	Software Update on IT Infrastructure Cllr JW gave an update that tablets were introduced 7 years ago. The Finance committee agreed both hardware and software were needed to move away from printing out papers. Convene is a software package and is different from Microsoft, 14 separate software packages have been reviewed, some have an auto-save functionality, some you can make notes but are not necessarily private and will display to all members. The auto-save option is not generally available and will require members to ensure they save their work every time. Zoom meetings took place with a variety of providers. Convene and Adobe were high costs, more than £4k per annum and are more associated with corporate entities. Six companies were excluded as they did not integrate with SharePoint. One offered a custom build at £8k but the cheapest by far was £900 per annum. This was Muhimbi now called Nutrient, they allow comments but do not have an auto-save key. The comments were not private and would include everyone that saved a comment to be displayed. Overall review: Nutrient offered best value for money, manual saved functions, preserving original document, public annotations. This company currently does not have any plans to make these public annotations private. Revisit the software again (maybe 6-12months time), once all members are clear on using their tablets. The plan is by April, all Councillors should be using their tablets instead of requesting paper copies. SharePoint has all the folders for Councillors that contain agendas/minutes etc. If paper is required Councillors should print their own at home. Only in exceptional circumstances will papers be printed. Dr Tech updated the tablets on Friday and made sure all the updates were installed. It was agreed that future agendas would be displayed on the projector screen for members to follow the items. Liaison with the hotel to ensure this is available. Payments List updates will also go into SharePoint, instead of printing out papers for the meeting. The revised amounts are recorded in the minutes.	EC/SW
20250210/16	Neighbourhood Plan Cllr AH requested that this item is discussed within the Part 2 section of this meeting. This was agreed by the members present.	
20250210/17	Martinsfield (Nothing to Report)	
20250210/18	Financial Matters and Reports The Clerk introduced each of the following reports that are attached within the agenda pack.	

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Signed: Derek Wilson – Executive Clerk and RFO

Date: 11 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

Chairman _____

Date _____