

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 3 February at 7.30 pm at the Parish Council Office, Village Road, Denham UB9 5BN.

Councillors:	Cllr M Heath - Chairman (MH)	##Cllr M Goonesekar (MK)
	Cllr E Austin - Vice Chairman (EA)	##Cllr G Hollis (GH)
	Cllr S Williams (SW)	#Cllr W Davey (WD)
	#Cllr S Jefferys (SJ)	AM N Abadjian (NA)
Public:		# = Apologies Received
Clerk:	Jay Mitchener (DC)	## = Apologies Not Received

The meeting was voice recorded – Agreed by members present.

Agenda No	Agenda Public recording of the meeting to be agreed	ACTION
20250203/01	Welcome & Acceptance of Apologies for Absence, Cllr SJ & Cllr WD	
20250203/02	Declaration of Interests - None	
20250203/03	Public Session – Guest speaker on Biodiversity & wildflowers. Discussion took place regarding wildlife and wildflower meadow projects that could be achieved in the Denham areas. Traditional seeding happens in March, but drill seeding could be an option in which you would prepare the area in October. The first crop is normally poor but the year after looks better, and the wildflowers should come up year after year. Support from volunteers and schools would be an advantage. It was mentioned we have several play areas and open spaces that could be considered with support and advice. Informed our guest speaker we have a working party and would they consider attending a meeting. ACTION: Invite our guest speaker to the next biodiversity working party meeting. ACTION: Contact Colne Valley - could we use their volunteers?	EA EA
20250203/04	Minutes of the last meeting – 6 January – ALL AGREED.	
20250203/05	Highways Update • 20210406/10 – A412 Footpath Flooding / HS2 The project looks to be successful, no flooding has been reported. ACTION: Send a thank you letter to Toni and the team for their support with this project. ACTION: Find out what maintenance is required going forward.	DC DC
20250203/06	Re-instate railing under the railway bridge. This discussion has been taken over by Cllr Jaspal Chhokar. No action is required from DPC.	
20250203/07	Denham Green • Verge display – Edging of verge & display - Completed • Monolith - Will be installed on 04.02.25. To Note: Will order a metal plaque for the monolith – Wording to be - 2024 at the top then below Celebrating 130 years of Denham Parish Council. Once the monolith is in place. All agreed.	

Page 2 of 5

20250203/12	Devolved Services – Expression of interest 2025/26 Confirmed to Cllrs that DPC can opt-out anytime in the 1-4-year contract. We have not received the contract yet. BC confirmed that we are no longer responsible for flailing it falls under BC maintenance. It was reported that the BC LAT said due to the lack of BC money if there are small jobs, DPC handyman could support with the trim back of hedges.	
20250203/13	Denham Village • All trees cut back & tree survey maintenance work on the Village green. All tree maintenance work is completed. Waiting for planning permission for the removal of a T05 Hawthorne tree. The discussion also included wrapping Christmas lights around the trees. We will need to explore a more efficient way to maintain the trees without incurring additional costs. Looping the lights around the tree would be better. • Village garage door replacement - £3,660.00 Discussed the 1 quote received for a metal door out of the 8 companies approached. All Cllrs agreed pending the conservation officers' approval. ACTION: Check the door can be put on the right side. ACTION: Contact the conservation officer regarding the door changed to metal.	DC DC
20250203/14	Way & Tillard • Pollarding of Way & Tillard 18 Lime trees & tree survey maintenance Contractors booked for 29.01.25 to 07.02.25 – 8 days' work. was cancelled due to wet grounds. Once the grounds are dryer work will commence. The crickets club was informed of the delay. Cricket Club requested a quote from our contractors to remove the 5 safety nets, once received will be forwarded to them to pay the costs. ACTION: Keep the Cllrs updated.	DC
20250203/15	Bus Shelter • Deep cleaned: 7 bus shelters completed today. • Anti-graffiti gel added: 7 bus shelters will be completed when dryer weather next week. • Solar lights: Waiting for delivery of the solar kits. • Installation - Electrician: This will be done once the solar kits arrive. • Signage: These will be added once solar kits are installed. • CCTV: Cllrs agreed to use the dummy cameras going forward and will look into installing CCTV should we have any issues reported. Informed the Cllrs that 3 more bus shelters need to be deep cleaned, and anti-graffiti added, the quote was discussed and all Cllrs agreed £2,550.00 ACTION: Send Cllr AH that this needs to be added to the pipeline. ACTION: Get quotes for A4 metal notice boards to advertise jobs, volunteers etc. To be placed in Station Parade and other appropriate bus shelters.	DC DC
20250203/16	Local biodiversity working party. Ongoing. A second working party was had, and several new ideas were discussed like mapping areas of the Colne Valley, green and dark corridors were mentioned. Will need to have a plan going forward so that in 3 months what has been put in place, ready to move to 6 months and so on. ACTION: Have a timeline and plan for the next meeting.	EA

20250203/ 17	Denham warden • Equipment. To support our handyman, we need to purchase a hedge cutter to deal with small jobs around like Denham Court and Clare Elms hedges. ACTION: Buy a hedge cutter. Trailer – To Note – Need to fix the Village Green garage doors in the first instance to be able to store the trailer inside.	DC
20250203/ 18	Allotments. • GPS wireless cameras plus memory chip £74.15 Quote discussed and agreed by all Cllrs. If an issue was reported, monitoring would have to be done through the office. ACTION: Order a spare battery. ACTION: Ask Cllrs MG about the replacement battery and other options. ACTION: Request Allotments where they would like the camera to be installed. • Allotment report. Nothing to report this month.	DC MG FC
20250203/ 19	Bakers Wood • Broken gate lane – Damage to streetlamp. Work completed. To Note A recent email was sent to the third-party contractors that damaged the streetlamp requesting a full refund of £7,365.00 for the damages. Waiting to receive an update. ACTION: Wait till the end of the week, if we don't hear anything back, send them an email with a threat to take it to small claims court. ACTION: Add an agenda item at Full Council, with the recommendation to apply to the small claims court to recover the additional costs that are due.	DC/MH EC
20250203/ 20	Tennis board – To Note DPC to get the cost to build this wall with bricks, concrete and painted green. ACTION: Get more information.	DC
20250203/ 21	Wildflowers Add wildflowers to a small patch by the village garage and an area in Higher Denham and look for other possible sites. Explained a site visit has been booked for this week with the contractor. ACTION: Provide quotes for the next meeting.	DC
20250203/ 22	Future Budgets • Open spaces - To Note. Discussed if the gym equipment could be removed from W&T and placed in another play area and add some children's 5/11 yrs old play equipment instead. Sent photographs of the area and waiting for an update from Proludic Ltd. ACTION: Provide quotes for the next meeting.	DC

20250203/ 23	Future Agenda • War Memorial cleaning – 8 Nov 2025. • By-laws & PSPO. • Way & Tillard - Cricket Field – CCTV • Metal design memorial bench – To be considered at a later date. • Weed spraying twice a year – May – July/August. • Pollarding of Way & Tillard Lime trees – Jan 2028	
20250203/ 24	Service Finance • Budget headings. • Budget Comparison Report	
20250203/ 25	Date of Next Meeting – 3 March 2025 , Parish Council Offices 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 05.02.2025

Committee Members			
Cllr M Heath	Cllr S Jefferys	Cllr G Hollis	
Cllr E Austin	Cllr M Goonesekera	AM N Abadjian	
Cllr W Davey	Cllr S Willaims		

Chairman _____

Dated _____