

Minutes of the MEETING OF THE SERVICES COMMITTEE on Tuesday 6 May 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 N Abadjian (NA)	
Public:		# = Apologies Received
Clerk:	Jay Mitchener (DC)	## = Apologies Not Received

The meeting was voice-recorded, agreed upon by the members present.

Agenda No	Agenda Public recording of the meeting to be agreed	ACTION
20250506/01	Welcome & Acceptance of Apologies for Absence, Cllr GH	
20250506/02	Declaration of Interests - None	
20250506/03	Public Session - None	
20250506/04	Minutes of the last meeting – 7 April – ALL AGREED.	
20250506/05	Highways Update • 20210406/10 – A412 Footpath Flooding / HS2 Discussed that DPC have not received the invoice for the works completed. Informed the Cllrs that the recent update received from HS2 was that a meeting has been arranged regarding the final billing for the Denham flood mitigation project, then DPC should receive the final costs to put on the invoice to HS2. ACTION: To cc Cllrs in any emails received from HS2	DC
20250506/06	Denham Green • Drop kerb – E-ACT Primary School. £1,843.00 Note: The Community Board approved the match funding £921.50 for the original area for the drop kerb. Due to the elections BC Network Safety team have not sent an update on the design and costs for the work. They have been chased for this information. ACTION: Chase for update.	DC
	• Tree issue – James Martin Close – Open space. As agreed by all Cllrs in the last meeting, an email was sent to the resident regarding the said tree being in their boundary, stating that the cost would be their responsibility. A land registry was completed, but it does not show any trees. The resident would have to show the deeds to prove the tree is not on their land. No response received from the resident.	
	• Clear open space area of brambles – James Martin Close. Work should be completed by 09.05.25.	
	• Parking enforcement – Nightingale Way – residents' inquiry. Cllrs mentioned this would be the responsibility of BC Highways department and the PCSO, as this is not the responsibility of DPC. ACTION: Pass on the information to our LAT and our local PCSO to deal with this matter. Email the school regarding the complaint so they can address the parents' on the parking rules. Email the resident that we have informed the correct authorities to deal with this matter.	DC

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	• Tarmac path by the Village Green. The footpath is unsafe to walk on due to the uneven surface. This has been reported on BC FMS, no action was taken. ACTION: Send email to LAT for support.	SW
20250506/11	Tree survey maintenance work • Pollarding of Way & Tillard 18 Lime trees & tree survey maintenance Contractors booked for 28 July – 6 August 2025 – 8 days' work. ACTION: Request the contractor to change the date to October when the Cricket season finishes. • Denham Village Green – Completed. • Allotments - Booked for 12 to 16 May 2025. • All play areas – Booked for 12 to 16 May 2025. • James Martin Close – Completed. • BMX field – No issues found. Discussed and agreed by all Cllrs to change the name to Railway Field. ACTION: Get a new notice - Railway Field - for the field.	DC DC
20250506/12	Way & Tillard • Cricket bungalow. Work has been completed for the mould in the property, the contractor used the Zinsser product. We are waiting for the costs of different heating solutions. It was discussed that DPC should add some oil should we get tenants, as they will need hot water once they move in. ACTION: Get updates on any viewings and get updates on costs for heating. • Cricket Club safety nets. Discussed Q1, waiting for Q2 & Q3 to remove and install safety nets. ACTION: Update Cllrs with other quotes once received. • W&T – Team shelter repair. Discussed the quote for the repair work for a new table, wet pour for the ground and fixtures/fittings and removal of broken equipment. All Cllrs agreed. ACTION: Contact contractors for the start date. • W&T- Survey to replace gym equipment with play equipment. To add a few more questions to the survey. All Cllrs agreed. ACTION: Send updated survey to Cllrs to approve before doing a mail drop in Village Rd, Ford End, School, Old Mill Lane, Ashmead Lane, Denham Way and Cheapside Lane, and adding a QR code in the play area.	EC DC DC DC
20250506/13	Local biodiversity working party. Ongoing. Was informed by Cllr that the next meeting is booked for 15 May 2025. They have discussed new bird and bat boxes and where to place them and involving children. Maps were also discussed. ACTION: Add dates for the next meeting on the agenda. ACTION: Add minutes from the last biodiversity meeting and this meeting to the Services agenda. ACTION: Change dates for budget meeting to dates for future meetings on the Service agenda.	EA EA/EC DC
20250506/14	Denham warden • Equipment – Battery-powered hedge trimmer.	

	ACTION: Arrange a site visit for our handyman with Colne Valley and another company that uses this equipment. • Trailer – To Note – Need to fix the Village Green garage doors in the first instance to be able to store the trailer inside.	
20250506/ 15	Allotments. • GPS/Solar wireless camera. Informed Cllrs that we are waiting for an update from the allotment Chairman on the best place to put a camera, that would be accessible. ACTION: Email the Allotment Chairman for an update on the camera and to check that his email address is correct. • Allotment report – Nothing to discuss presently. ACTION: Allotment conduct, date needs to be updated on the paperwork, it's stating December 2019, and allotment dispute dates has November 2019, needs to be updated. Conduct - No. 9 – add “and their pets” 8.3: The standard size of the shed should be 7ft x 5ft. General rules - 7.3: Has dispose, needs to say disposed.	FC FC
20250506/ 16	Bakers Wood • Broken gate lane – Damage to streetlamp. To Note Papers were served to the contractor on Monday, 28.04.25 by the small claims court. DPC should receive a copy of the served papers this week, with an update on whether the contractor will pay or not. ACTION: Keep Cllrs updated.	EC/DC
20250506/ 17	Tennis Board A possible place to add this tennis board made of bricks could be the Railway Field (BMX field). ACTION: Site visit to the Railway field. ACTION: To get quotes to build this wall with bricks, concrete and paint.	DC/MH DC
20250506/ 18	Community Payback It was mentioned that DPC used them years ago, and they were very helpful. We would need to supply a mobile toilet in some areas if needed. All Cllrs agreed. ACTION: Request support to do maintenance work and paint the small white fence that runs along the village green, allotment clearance (ask New Denham Community Hall) for use of their toilet, maintenance work/painting on all the benches and notice boards and clearance of vegetation on the MB field.	DC
20250506/ 19	Wildflowers All Cllrs agreed to plant in the autumn of 2025, ready for next year, on the Side Road, Station Approach, Village Green side of the garage, Cheapside Lane/Ashmead Lane. ACTION: Arrange a site visit for Higher Denham to look at areas to plant wildflowers. ACTION: Add to the Communities & events agenda – re-group daffodils. ACTION: Can you plant wildflowers where daffodils are already planted?	DC/EA DC DC

	Can daffodils be replanted?	
20250506/ 20	Future Budgets – To Note • Open spaces	
20250506/ 21	Future Agenda • War Memorial cleaning – 8 Nov 2025. • By-laws & PSPO. • Way & Tillard - Cricket Field – CCTV • Metal design memorial bench – Suggest 80 VE year on Village Green. • Pollarding of Way & Tillard Lime trees – Jan 2028	
20250506/ 22	Service Finance • Budget headings. • Budget Comparison Report • Financial budget comparison – Martin Baker Project. ACTION: Why is there 20K in MB when we receive 10K a year? • Financial budget comparison – Allotments. • Financial budget comparison – Cricket Bungalow. ACTION: Is £34,299.65 rent paid? ACTION: Why is the date 1 April 2024 on all the reports?	FC FC FC/EC
20250506/ 23	Date of Next Meeting – 2 June 2025, Parish Council Offices, 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 07.05.2025

Committee Members			
Cllr M Heath	Cllr G Hollis	Cllr N Abadjian	
Cllr E Austin	Cllr M Goonesekera		
Cllr W Davey	Cllr S Williams		

Chairman _____

Dated _____