

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 2 June 2025 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 N Abadjian -Vice Chairman (NA)	# Cllr G Hollis (GH)
	Cllr S Williams (SW)	Cllr W Davey (WD)
	Cllr E Austin (EA)	
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
20250602/01	Welcome & Acceptance of Apologies for Absence, Cllr GH	
02	Election of Chair and Vice Chair. Nomination for Chair Cllr MH, proposed by Cllr WD and seconded by Cllr EA. Nomination for Vice Chair Cllr NA, proposed by Cllr SW and seconded by Cllr WD. Cllr MH thanked Cllr EA for all the support given all the years to the Service committee, and we welcome Cllr NA as Vice Chair.	
20250602/03	Declaration of Interests - None	
20250602/04	Public Session - None	
20250602/05	Minutes of the last meeting – 6 May – Pages 1 to 5 - ALL AGREED.	
20250602/06	Highways Update 20210406/10 – A412 Footpath Flooding / HS2 It was mentioned that DPC needs the reports from the contractors, as they have been paid for the work completed. The time limit is until Oct 2026. ACTION: Chase HS2 for the reports and update for the invoices.	DC
20250602/07	Denham Green Drop kerb – E-ACT Primary School The Community Board approved the match funding of £921.50 for the original area for the drop kerb. DPC should consider leaving this request as it's the responsibility of the BC Highways department. It was discussed to wait for the in-house team of the BC Network safety team to come back to us with designs and quotes for the work. Currently, DPC are not committed – All Cllrs agreed. ACTION: Chase for update. Clear open space area of brambles – James Martin Close. Work completed on 02.05.25. Parking enforcement – Nightingale Way – residents' inquiry. Informed Cllrs, an email was sent to our LAT and PCSO with a request for support for the resident, and feedback was sent to the resident to make them aware. No further action required from DPC.	DC

Page 2 of 5

	• Notice board It was mentioned that we hold a lot of events on the Village green, having a notice board attached to the side of the village garage wall would support informing the public. All Cllrs agreed. ACTION: Get a quote for a wall hanging board facing the little bridge and footpath. Size would be 3 x A4 sheet x 3 x A5	DC
20250602/12	Tree survey maintenance work • Pollarding of Way & Tillard 18 Lime trees & tree survey maintenance Contractors booked for 23 June 2025. They will remove 2 x safety nets at a time, complete the work on the trees and install the netting back. This will save on the costs and was approved by Cllrs at the last meeting. • Denham Village Green – Completed. • Allotments - Completed • All play areas – Completed • James Martin Close – Completed. • BMX field – No issues found. Renamed as the Railway Field, a new notice has been added to the fence.	
20250602/13	Way & Tillard • Cricket bungalow. ACTION: Get updates on any viewings and get updates on costs for heating. • W&T – Team shelter repair. Work to start on 16 June 2025. • W&T- Survey to replace gym equipment with play equipment. Reviewed the survey with a few additions - All Cllrs agreed. No. 1 – Add postcode. No. 3 – Space out the categories, put 3 on one side and 2 on the other side. Remove - mixed age range wording. No. 6 & 7 - The same as above. Remove number 5 at the bottom of the page. To add - send the survey back in 4 weeks. Add information on where to send the survey back to. ACTION: Find information on the electoral roll - how many surveys to print out on green A4 paper for the area. Request schools to add the survey to the red bag. Get a quote for delivery. Areas: Deliver surveys to - Village Rd, Ford End, School, Old Mill Lane, Ashmead Lane, Denham Way, Cheapside Lane and Oxford Gardens/Road. ACTION: Send draft survey to Cllrs for approval. ACTION: Get a quote for delivery and send to all Cllrs for approval.	SW/EC DC/EC DC DC
20250602/14	Local biodiversity working party. The last set of minutes was questioned. Cllr EA said she edited them and sent them to EC. These were draft minutes. The working party is small but invested in this project. A comment was made that in the last newsletter, there wasn't any information about biodiversity. Can it be added to the newsletters? The next meeting is on 16 July 2025 at 7 pm. ACTION: Check the minutes before sending them out, and the page numbers need to be added. ACTION: Next Comms meeting to add information to every newsletter going forward.	EC/EA DC

20250602/ 15	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.	
20250602/ 16	Allotments. • GPS/Solar wireless camera. Waiting for an update from the Chairman of the allotments for the best place to place a solar camera. • Allotment report – Nothing to discuss currently as waiting for a meeting date from the Chairman. ACTION: Send an update regarding the meeting and site area for the solar camera.	FC
20250602/ 17	Bakers Wood • Broken gate lane – Damage to streetlamp. To Note On 14 May 2025 email was received by the insurance company, which has instructed solicitors to act on their behalf. ACTION: Keep Cllrs updated.	EC/DC
20250602/ 18	Tennis Board Discussed this would be a large cost as this would be built out of bricks/breeze block, plastered, then concreted into the ground, painted green with a white line to show a netting line, and which play area/open space, this could be placed in. Originally thought of the Railway Field, but not a suitable place. KWL is a busy play area due to football games and a gym, and a children's play area. Tatling End is also a busy play area. ACTION: Arrange a site visit on 24 June at 7 pm for the play areas and open spaces, and discuss possibilities.	DC
20250602/ 19	Community Payback Requested 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 removal of the dead weeds after weed spraying. The manager is on annual leave. On her return, a meeting will be arranged. ACTION: Update Cllrs for the next meeting.	DC
20250602/ 20	Wildflowers All Cllrs agreed to plant in the autumn of 2025, ready for next year, on Side Road, Station Approach, Village Green side of the garage, Cheapside Lane/Ashmead Lane. Informed Cllrs that wildflowers can be planted where daffodils have been planted. ACTION: Arrange a site visit for Higher Denham to look at areas to plant wildflowers. ACTION: Request Comms & Events to transfer the cost for planters from Services	DC/EA DC

20250602/ 21	Tatling End – Holly Bush open space. It was mentioned that many years ago, this was common ground; the homes that backed onto this open space started to encroach on the land, and one resident was using the area for their goats and geese to graze. This land was then bought by DPC in 1988. This land is not used and will need a tree survey to be completed. It was agreed by all Cllrs to use this area as a biodiversity plot and not to cut back the brambles. Bat and bird boxes could be placed there. Get signage for the area once the tree survey is completed. ACTION: Contact PG for any information. ACTION: Inform the resident complaint regarding the tree; they can cut the overhanging branches and inform them of the bird nesting season rules. ACTION: Get a quote for a tree survey.	DC DC DC
20250602/ 22	Future Budgets – To Note • Open spaces.	
20250602/ 23	Future Agenda • War Memorial cleaning – 8 Nov 2025. • By-laws & PSPO. • Way & Tillard - Cricket Field – CCTV • Metal design memorial bench - look at areas to place one. • Pollarding of Way & Tillard Lime trees – Jan 2028	
20250602/ 24	Service Finance Has been requested to receive the budget so far. ACTION: Send over the budget for services.	FC
20250602/ 25	Date of Next Meeting – 7 July 2025, Parish Council Offices, 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 03.06.2025

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

Chairman _____

Dated _____