

Minutes of the **COMMUNITIES & EVENTS COMMITTEE** on Tuesday 17 June 2025 at 7.00 pm
 at **Parish Council Office**, Rear of Memorial Hall, Village Road, Denham UB9 5BN.

Councillors:	Cllr B Keen (BK) - Chairman	##Cllr M Goonesekera (MG)
	# Cllr A Hans (AH) – Vice Chair	# Cllr G Hollis (GH)
	# Cllr S Williams (SW)	Cllr N Abadijan (NA)
	Cllr W Davey (WD)	Cllr J Griffiths Heath (JGH)
Clerk:	Jay Mitchener – Deputy Clerk	# Apologies Given ## Apologies Not Given

The meeting was voice-recorded.

Agenda No	Minutes	Actions								
20250617/01	Welcome & Acceptance of Apologies for Absence Cllr J Walsh (JW) & Cllr Marilyn Heath (MH) are in attendance.									
20250617/02	Declaration of Interests No declaration of interests.									
20250617/03	Public Session - None									
20250617/04	Minutes of the last meeting – 22 April 2025 – All Cllrs agreed.									
20250617/05	Aims and objectives of the Communities Committee. All Cllrs discussed the aims and objectives and agreed on what we presently have with no new additions.									
20250617/06	Events Memory Café -11am to 2 pm, 1st Friday of the month, 2025.<table><tr><td>6 June</td><td>3 October</td></tr><tr><td>14 July</td><td>7 November</td></tr><tr><td>August – No event</td><td>5 December</td></tr><tr><td>5 September</td><td></td></tr></table> June’s event, a clown was booked who did games and activities, and it was a great success and enjoyed. It was mentioned again that White Plains nursing home brings 6 people to our event, which was agreed to some years ago, but as they are a commercial company, they could be asked for a donation of £5, which would help towards costs for food and beverages. The hall is at full capacity now and generally has about 35 people attending each event. It was mentioned that we have a few people who come from Iver and need to confirm how many residents of Denham attend. Site visit planned for Denham and other surgeries to inform them that we have a free event to support people with dementia. Showed the Cllrs the video taken at the COAM, all agreed the footage was great. ACTION: Contact the White Plains organiser and discuss donations and updates for the next meeting. ACTION: Get a list of attendees with postcodes and email to Cllr.	6 June	3 October	14 July	7 November	August – No event	5 December	5 September		JW DC/BK
6 June	3 October									
14 July	7 November									
August – No event	5 December									
5 September										

	• Afternoon Social and Bingo – 3 pm to 5 pm, Sunday, 2025. 8 June 13 July 10 August 14 September It was reported that a volunteer told our handyman to take the tea and coffee urn back to the office as it was dangerous to use. Then it was reported to the office that the tea & coffee urns were missing from the event. These items were requested and bought for use at all our events and are a safer option than using a kettle. ACTION: Send an email to Cllr SW, AH & cc BK to say that a volunteer should not instruct DPC staff on the equipment bought for the events and that they are needed for the event. • Music on the Green dates – 3 pm to 5 pm, 3rd Sunday in the month 18 May – Mandolin Monday 17 August – Chasing Deer 15 June – Eclectica 21 September – The Styles 20 July – James & Amir A mobile toilet was ordered for the event, but it was placed in the wrong place, which had to be moved 3 times by office staff on Friday morning. It was noted that only 5 people use the mobile toilet. The music was good, but not a great audience for this event. Our new volunteer and handyman were very helpful in supporting the Cllr BK on the day. The chairs that belong to the Falcon pub that are used for this event were discussed, as a few are broken and missing. One Cllr had contacted the owner of the pub requesting storage in their pub garden. ACTION: Email the owner of the Falcon, informing them that DPC would like to buy 10/12 chairs and if they could be stored on their facilities. ACTION: If agreed by the owner of the Falcon, get quotes for chairs.	DC DC DC
20250617/ 07	VE 80th Celebrations Event – on Denham Village Green - Sunday 11 May 2025 – 2 pm-5 pm - Completed It was mentioned to re-examine the quote for the noticeboards. ACTION: Order the information board once agreed. A new Union Jack flag has been ordered waiting for delivery. Still researching for bunting with logo added, will update for next meeting. ACTION: Get a quote for bunting with the DPC logo on it.	DC DC
20250617/ 08	Beating of the Bounds Rogation Sunday 25 May 2025 -2 pm/4 pm - Completed We had 40 people who enjoyed the walk, and we received great feedback; this was a successful event. DPC thanked PG for his support with the chosen route for the walk, information and supervised the walkers on the day. Cllr JW volunteered her time to welcome all who attended this event with our handyman and our new volunteer.	

20250617/ 09	Denham Village Fayre – Monday 26 May 2025, 9 am – 5 pm - Completed Cllrs A Hans, AH, WD, BK, NA & MG supported the DPC stall for this event, and it went very well. Free water, coffee & tea were given out to passersby. It was mentioned that a few Cllrs were shouting out “free teas, coffee, water” no other stallholders were shouting out information. DPC should not do this, it does not look professional or sound good. This event is for Councillors to chat with visitors, promote DPC services, and look for volunteers and new Councillors to join. It was noted that the cups we used were too large and we ran out of milk early in the day. For next year, we should supply smaller cups, have a sign saying free teas, coffees & water, and come and have a chat with us. ACTION: Order small cups for the next event.	DC
20250617/ 10	DPC Summer Festival – Sunday 29 June 2025 – Martinsfield 3 pm – 8 pm • Working party May 2025. The working party are Cllr SW, AH, NA & JGH. Cllrs were informed that our newly employed events coordinator resigned from her post today. Informed the Cllrs that the mobile toilets have already been booked for this event. The 10ft x 3 ft banner has been placed by the Turkey oak tree today to advertise the event. The working party will need to take over the planning and booking for the event. A handover list has been provided to the working party. It was suggested that, going forward, if we don't have a working party and the events are not planned well ahead, no events will go forward. All Cllrs agreed. Posters have been added to the noticeboards. ACTION: Working party to organise a meeting to discuss the way forward, to contact all stallholders to confirm details and cc Cllr BK. ACTION: A follow-up email to all the stallholders for feedback and to see if they would like to come back next year. ACTION: Book stage and large litter bins. ACTION: Posters to be delivered to shops, doctors' surgeries, dentists, etc.	JGH, SW, NA & AH Working party. DC All Cllrs
20250617/ 11	Christmas tree lights – Refresh & review all Denham areas. Working party- SW, BK, AH, WD, NA & GH. 2 contractor visits were completed, and quotes were attached with new options for lighting displays on the trees. It was agreed by all Cllrs to make the working party smaller, and then the new working party can discuss options and costs to bring back to the next meeting. Higher Denham manages their lights, and it was agreed to supply new lighting this year for them, in prior meetings. ACTION: Find out the meterage for the lighting for HD. ACTION: Get the working party in motion after the summer festival.	JW DC
20250617/ 12	Daffodils All Cllrs agreed to the quote for 1,000 daffodil bulbs. Area below to be planted, which was agreed to in the last meeting. • Trees in front of the New Denham Community Centre. • Either side of the railway bridge. • Higher Denham – Site visit needs to be completed with Cllr. • Skylark Rd – Tatling End.	

	Informed Cllrs that the planting will take place in Sept/Oct 2025. ACTION: Order 1,000 daffodil bulbs.	DC
20250617/ 13	Hanging baskets -Shop fronts & Streetlights – Completed. Cllrs commented that they look really good. Advised the Cllrs that all hanging baskets were installed at the end of May 2025. Note: Flowers, brackets & maintenance for 1 year are in place now, which the quote was agreed by all Cllrs in the previous meetings. Areas • Oxford Rd x 3 shops for hanging baskets – All Cllrs agreed. • Tatling End – add flower baskets to 6 double streetlights on the central reserve – all Cllrs agreed. • New Denham- add flower baskets to 10 streetlights – All Cllrs agreed.	
20250617/ 14	Video presentation for Denham – To Note	
20250617/ 15	Website – To Note Still updating information, film and new pictures. When we receive the new photos of events so far this year, Cllrs will be invited to the office to choose.	
20250617/ 16	Items for events. • Banners for events. Informed Cllrs that the summer festival banner was installed on Tuesday, but the smaller banners were not actioned by our events co-ordinator. DPC can display the banners once made on Denham Green railings by the shops and the New Denham community hall fence. A call was received from the letting agency for Phoenix House, saying we could use their fence to advertise the events. St Mark's Hall, Denham Green, has not responded to emails and has been asked for an update.	
20250617/ 17	3rd Newsletter – September 2025 – Finance & Planning – To Note	
20250617/ 18	Funding & Grants – To Note • Co-op – Results will come in Nov 2025.	
20250617/ 19	Community Payback. Informed Cllrs, a meeting was held with a lady from the prison service, they don't have any availability for weekdays as they are fully booked but do have availability for Saturdays and Sundays. They can provide 7 persons with 1 supervisor to carry out manual work, like litter picking, painting, clearing out areas, etc. DPC would have to supply them with items needed for the job, like paint, brushes, and we would need to provide them with toilet facilities. The prison service would complete a risk assessment before any work can be started, and they will send me an update. ACTION: Update Cllrs for next meeting.	DC
20250617/ 20	Litter picking Our new volunteer who supports with litter picking has done an amazing job and cleared a lot of rubbish, including large bits of furniture. I have ordered more litter picking equipment, but it needs to be collected from the BC High Wycombe office. ACTION: Gift a box of chocolates at Christmas time to our helper.	DC

20250617/ 21	Finance Report attached discussed.	
20250617/ 22	Future Agenda Items - Christmas Fayre – Discuss plans – Feb 2025 - Poppies & Silent Soldiers- Install on 22 Oct 2025- Remove 24 Nov 2025. - Christmas tree – Install Thursday, 27 Nov 2025. - Dressing of the Christmas tree 29/30 Nov 2025. - Christmas lights 2025- Switch on 1 Dec 2025/Switch off 6 Jan 2026. - Higher Denham – DPC to supply new Christmas lights. - Carols on the green – 6 Dec 2025 - Men in sheds.	
20250617/ 23	Date of Next Meeting Tuesday 22 July 2025 at 7 pm Denham Parish Offices, Village Road, Denham UB9 5BN	

Jay Mitchener – Deputy Clerk
Thursday, 26 June 2025

Committee Members			
Cllr B keen - Chairman	Cllr S. Williams	Cllr M Goonesekera	
Cllr A Hans - Vice Chair	Cllr G Hollis	Cllr J Griffiths Heath	
Cllr N Abadijan	Cllr W Davey		