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20250923 10	Daffodils 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. Daffodil bulbs arrived on 21.09.25, and planting started on 23.09.25 All areas agreed for planting have started. Sent email to Cllrs regarding Higher Denham and awaiting update. It was mentioned that we could plant some daffodils where the notice board is located. The contractor has agreed to plant in Higher Denham when the information has been received.	
20250923 11	Video presentation for Denham- Working party are Cllr SW, Cllr AH & Cllr NA. A couple of the Cllrs have been away, dates have been emailed to them, waiting for an update. It was discussed whether we have pictures that can be used, and the cost should be less. ACTION: Meeting to be arranged to discuss the footage.	SW
20250923 12	Website Informed the Cllrs that the website has been updated with more information and photos and is a work in progress. Planned a training session with the contractor to show easier ways to update information quickly. ACTION: Organise the training and proceed with the website.	DC/EC
20250923 13	Items for events. • Banners for events. Cllrs viewed the images of the banners and all Cllrs agreed to the quote. ACTION: Place the banner order. Exhibition boards – All Cllrs agreed to look for other foldable boards. ACTION: Ask the contractor if they can source these boards. Bunting with DPC logo on - Draft images were viewed, a combination of No: 2 & No: 3 was preferred and agreed by all Cllrs. It will come in 32 ft.(2 x 10 m) ACTION: Request the contractor for this option & it will be durable. ACTION: Request a quote for reprints. (4 x 10 metre rolls) Branded baubles: Images viewed, the satin white and gold baubles were not chosen. It was agreed by all Cllrs to place an order for 18 of each for blue, white, green & silver. The existing baubles will be used again this year. ACTION: Place the order for option 1 baubles for 4 colours and ask for a cheaper quote.	DC DC DC DC DC
20250923 14	3rd Newsletter – September 2025 – Finance & Planning The newsletter was escalated to all the Cllrs, some changes and additions were made – agreed by all Cllrs. ACTION: Completed the final stages.	SW

20250923 15	Funding & Grants – To Note • Co-op – Results will come in Nov 2025.	
20250923 16	Community Payback. Council requested litter picking in Denham Green, trimming back of brambles in W&T and Martinsfield for the cut back of overgrowth. It was mentioned that hire equipment would be required for these jobs and for the collection of vegetation. All Cllrs agreed. ACTION: Request for the next available dates.	DC
20250923 17	Litter picking Informed the Cllrs that our volunteer is not available going forward.	
20250923 18	Communication & Community engagement strategy for Denham. This is regarding the training sessions organised for the Cllrs and staff on 5 August 2025. It was suggested at FC that it should be discussed in this committee and decide on a basic structure for the way forward. The Council currently issues newsletters and maintains a website for information but doesn't use social media. It was discussed whether we should recruit a fourth part-time member of staff if required. This role would be for admin duties in the office, as well as events/social media. It was noted that there was an objection to this request. It was questioned if Cllrs should support with social media? We were informed that it may be impracticable for a Parish Cllr, as it would be a one-person view, and this should be an office task. Also discussed was updating the equipment in the office, like the use of AI for support with meetings, minutes and admin duties, and a conversation with the clerks for their needs and support ACTION: Arrange a meeting with the clerks to discuss if they have capacity. ACTION: Discuss with the Cllrs on what support they can offer.	SW BK
20250923 19	Finance The report attached was discussed.	
20250923 20	Future Agenda Items • Poppies & Silent Soldiers- Install on 22 Oct 2025- Remove 24 Nov 2025. • Christmas tree – Install 27 Nov 2025. • Dressing of the Christmas tree, 28/ 29 Nov 2025. • Christmas lights 2025- Switch on 1 Dec 2025/Switch off 6 Jan 2026. • Carols on the green – 6 Dec 2025 • Men in sheds. • Annual Parish meeting – 12 May 2026- deliver flyers a week before the meeting. • Small choir/quartet concert to be held in Denham Memorial Hall 2026.	
20250923 21	Date of Next Meeting Tuesday 21 October 2025 at 7 pm Denham Parish Offices, Village Road, Denham UB9 5BN	

Jay Mitchener – Deputy Clerk
Wednesday, 15 October 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	Cllr M Heath	

Chairman _____

Date _____

Amendments to minutes dated	
Agenda No	Title

Adopted at Full Council 13 October 2025