

You are SUMMONED to attend the MEETING OF THE PARISH COUNCIL on Tuesday 9 September 2025 at 7:30pm at Denham Grove Hotel, Studio 7 & 8, Conference Wing, Tilehouse Lane, Denham UB9 5DG.

The Press and Public are entitled to attend the meeting, please email clerk@denhambucks-pc.gov.uk if you wish to address the Council in the Public Session. However, the Council may pass a resolution excluding them at any time or at any stage of the proceedings on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and the nature of the interest.

Meeting Etiquette:

- Grammatical correction of minutes to be sent to the Clerk ahead of the Full Council Meeting
- Agenda items to be sent to the Clerk a week ahead of the Full Council Meeting accompanied by background information.
- Members raise their hands to speak and wait until Chair calls them to speak.
- Members to observe the Code of Conduct and Communication Charter in being polite and respectful.
- Principles of public life – **Selflessness, integrity, objectivity, accountability, openness, honesty, leadership**

Agenda No	Agenda Item
20250909/01	Welcome and Apologies for Absence
20250909/02	Declaration of Interests Under Section 33 Localism Act 2011 to grant dispensation to Councillors who may have incurred expenses whilst carrying out their duties as a Parish Councillor.
20250909/03	Public Session (not to exceed 15 mins – Standing Order 3 (e & f) and no member of the public can speak for more than 5mins, Standing Order 3 (g).
20250909/04	Approval of Minutes A box has now been added to the bottom of all minutes reflecting any changes agreed at Full Council meetings. Minutes to be signed once this has been agreed by relevant Chair • Minutes of the Full Council Meeting 14 July 2025 • Minutes of the Communities and Events Meeting 22 July 2025 • Minutes of the Finance Meeting 25 July 2025 • Minutes of the Planning Meeting 5 August 2025
20250909/05	Reports from Outside Bodies • Denham Aerodrome – The minutes are from the March meeting. The July meeting minutes will be agreed at the November meeting.
20250909/06	Chairman's Report (See attached)

20250909/ 07	Report from Unitary Councillors
20250909/ 08	Executive Clerk's Report Attended the Town and Parish Clerk's forum in High Wycombe on 21 July 2025 (See attached)
20250909/ 09	Bucks Election Expenses As local elections were carried out on 1 May 2025 in Buckinghamshire for both Unitary and Parish Councils, Bucks Council have advised, where parishes were uncontested the election recharge includes a proportion of the poll card printing and postage costs. The cost to Denham Parish Council is a total of £2426. Recommendation: To be pay requested amount
20250909/ 10	Parish Insurance Policy To approve the recommendations as submitted through our Insurance Broker AJG Community Schemes to renew the parish insurance policy. The general insurance policy is run through Hiscox Insurance Company Ltd, and the policy premium is £6,969.70 At the Finance meeting dated 25 July, it was agreed to have Cyber Security insurance due to the level of risk affecting other businesses. This insurance policy is run through Coalition Risk Solutions Ltd and the policy premium is £548.40. Recommendation: To agree the updated form information and insurance renewal quotations received for the Parish insurance and Cyber security. Total £7,518.10.
20250909/ 11	Breakthrough Communications Creating an effective Council Communications and Community Engagement Strategy took place on Tuesday 5 August at 6.30pm. Slides circulated to Councillors on 21 August 2025. Building confidence and participation skills and dealing with difficult people and situations – As agreed, the next session is this Thursday 4 September 6.30pm
20250909/ 12	Parish Site Visit The site visit took place on Monday 18 August to review all play areas around the parish. This will be discussed at the next Services committee meeting.
20250909/ 13	Items referred from Services As Services committee was cancelled on Monday 1 September the following items require approval • Tree guards to be removed from 6 trees located in the railway field £375 • To cut back the Bowls Club hedge at Way and Tillard £425 • Scout survey was done on streetlights throughout the parish (owned by DPC) (see attached) to repair faulty lights and replace lanterns £5,657.04

	Recommendation: This Council agrees to the above quotations to be paid as indicated. The following items need a resolution from Council; To remove the top panels of the shelter in The Way & Tillard, due to Anti-Social Behaviour occurring. This will enable people to be seen more easily and identified. To remove the brambles on the corner of the Way & Tillard field. A copy of the map is attached that shows the area of land identified for use by the Cricket Club. The brambles have grown excessively over the former tennis court site (Close to the footpath leading to Denham Way) showing that its our responsibility.
20250909/14	Neighbourhood Plan
20250909/15	Martinsfield Martinsfield booking system – Currently there is a 3-hour booking system for Denham United Adults – Price increase already agreed through Services committee to rise from £70 to £100 per game. This includes DUFC using the changing facilities. How much should it be if Football Clubs just want to hire the 11-a-side pitch only? Price increases need to be discussed and agreed for 9-a-side pitch and 5-a-side pitch. Currently, they are charged at £35 and £25 respectively. The proposal is to have 2 11-a-side pitches with a 9-a-side pitch marked in Blue inside one of the 11-a-side pitches, keeping a 5-a-side pitch alongside. Awaiting goals (Qty 4) being funded through Denham Youth by FA. Currently awaiting measurements – to note Recommendation: To agree fees for the 2025/26 season to hire 11-a-side pitch only, 9-a-side pitch and 5-a-side pitch hire.
20250909/16	Financial Matters and Reports 1. Flagstone Update (See attached) 2. Financial Actual v Budget Report (See attached) 3. Finance Correspondence List 4. Regular Payments 2025-2026 5. Denham Village Green Trust A/C statement. No payments have been made previous/this financial year 6. Payments Report for August/September 2025 (See attached) £12,673.59

	Expenses over £500 + VAT for August/September 2025 (To Note)	
	Dr Tech – Monthly IT Charges - August	£654.64
	Turfcare – MB Grass and Marking – August	£772.20
	Devey Tree Care – Survey – Skylark and Hollybush Lane	£540.00
	PlanET – Neighbourhood Plan works	£630.00
	Roots – Cut 5	£7,409.57
	Denham Hall Trust – Office Rent	£1,116.99
	Total	£11,123.40
20250909/17	Date of Next Meeting 13 October 2025 at 7.30pm, at Denham Grove Hotel, Tilehouse Lane, Denham UB9 5DG	

Signed: Derek Wilson – Executive Clerk and RFO

Date: 4 September 2025

Upcoming Meetings and Events:

Time	Day	Date	Meeting
6.30pm	Wednesday	10 September 2025	Policy and Procedures Meeting, DPC Office
3 to 5pm	Sunday	14 September 2025	Afternoon social and Bingo, New Denham Community Centre
3 to 5pm	Sunday	21 September 2025	Music on the Green, Denham Village Green
7pm	Tuesday	23 September 2025	Communities and Events Meeting, DPC Office
10am	Friday	26 September 2025	Finance Meeting, DPC Office
7.30pm	Monday	6 October 2025	Services meeting, DPC Office
7pm	Tuesday	7 October 2025	Planning Meeting, DPC Office
10am	Friday	10 October 2025	Budget Meeting, DPC Office
7.30pm	Monday	13 October 2025	Full Council Meeting, DPC Office