

You are SUMMONED to attend the MEETING OF THE PARISH COUNCIL on Monday 13 October 2025 at 7:30pm at Denham Grove Hotel, Studio 10 & 11, 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
20251013/01	Welcome and Apologies for Absence Cllr SW, Cllr AWH
20251013/02	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.
20251013/03	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).
20251013/04	Approval of Minutes • Minutes of the Policy and Procedures Meeting 21 July 2025 • Minutes of the Planning Meeting 2 September 2025 • Minutes of the Full Council Meeting 9 September 2025 • Minutes of the Policy and Procedures Meeting 11 September 2025 • Minutes of the Communities and Events Meeting 23 September 2025 • Minutes of the Finance Meeting 26 September 2025 • Minutes of the Services Meeting 6 October 2025
20251013/05	Reports from Outside Bodies
20251013/06	Chairman's Report
20251013/07	Report from Unitary Councillors • Minutes of the New Denham Quarry Meeting 23 May 2025

20251013/ 08	Executive Clerk's Report Nothing to report
20251013/ 09	Buckinghamshire Local Plan Recommendation: On behalf of DPC, we would like to make the following observations to the above and send an email to Buckinghamshire Council with this response: 1/ The draft plan as it stands lacks significant evidence-based support. Without a HELAA and a Green Belt Assessment, there is no way of knowing or commenting upon how the findings of the SHNA will be applied. 2/ We would like to request interim consultations on the HELAA and Green Belt Assessments once they are published and before they are applied to the SHNA. 3/ There is no mention of how Neighbourhood Plans will be integrated into the plan. How will they be? These are significant documents for the residents. We are aware of the significant weight they carry in planning policy and in the determination of planning decisions within the legislation. For instance, DPC is confident that, through evidence-based research, it can deliver a consistent 5-year land supply throughout the plan period. In addition, DPC is currently carrying out a refresh of its NP with a call for sites in November 2025 and has a contemporaneous list of objectives which would be of use to you.
20251013/ 10	Denham Neighbourhood Plan Minutes of the Neighbourhood Plan Steering Group meeting 30 September 2025 • List of Objectives for the Denham Neighbourhood Plan • Call for sites letter to residents/landowners • Call for sites proforma (this will be on the reverse side of the letter) Recommendation: The Call for Sites letter/Pro-forma to be approved. This will then be sent to the printers for distribution, as soon as the Buckinghamshire Local Plan consultation has ended 29 October 2025.
20251013/ 11	Update to Standing Orders 2025 Recommendation: DPC agrees to the NALC update to change Standing Orders to refer to gender neutral references.
20251013/ 12	Recruitment and Selection Policy 2023-2025 Recommendation: DPC agrees to the changes to this policy were proposed by the P&P meeting dated 21 July and have been highlighted in red type.

20251013/ 13	Aims and Objectives At P&P meeting dated 11 September it was agreed to amend the aims and objectives on all agendas and add; To respectfully listen to the opinions that are different from our own
20251013/ 14	Risk Management Report 2025 – 2026 Recommendation: DPC to agree the Risk Management Report and the risk rating as agreed by the Finance committee on 26 September 2025.
20251013/ 15	Grant applications 1. A grant was applied by Denham Youth FC to the Football Foundation to purchase movable goals for Martinsfield, which was approved by the Football Foundation. The cost is being split four ways Denham United FC, Denham Youth FC, Penn and Tyler FC, and DPC. Resolution from Finance: Members agreed to pay the fourth segment, as equal distributed costs amongst the football teams and DPC. _ Agreed by Finance 26/9 Recommendation: That DPC pays the fourth split of the total payment, with our contribution being £537.49. 2. DPC received a grant application towards road surfacing costs of Knighton Way Lane with three quotations. Resolution from Finance: The following actions need to take place; a) Invite the grant originator to a meeting with the Chair and the Vice-Chair of Council. b) Their bank statement needs to be re-sent showing the account name details c) Pay our share when other contributors have paid towards the KWL road fund and work is about to commence. Recommendation: DPC agrees to above 3 actions.
20251013/ 16	Martinsfield Cllr MH and Cllr SW will be contacting MB now for the agreed meeting.
20251013/ 17	Newsletter Circulated separately by Cllr SW Recommendation: To be agreed by DPC
20251013/ 18	Financial Matters and Reports 1. Flagstone Update (See attached) 2. Financial Actual v Budget Report (See attached) 3. Finance Correspondence List 4. Payments Report for September/October 2025 (See attached) £48,473.83

Expenses over £500 + VAT for September/October 2025 (To Note)	
Dr Tech – Monthly IT Charges - September	£654.64
Turfcare – MB Grass and Marking – September	£832.20
Forward Trust – Spring Bulb Planting	£625.88
Forward Trust – Autumn Weed Spray	£2,250.00
PKF Littlejohn – Audit Costs	£1,638.00
Gallagher (PAID) – DPC Insurance	£6,969.70
Lamps & Tubes – Christmas Lights	£30,687.72
Gallagher – Cyber Insurance	£548.40
Total	£44,206.54

20251013/19	Date of Next Meeting 10 November 2025 at 7.30pm, at Denham Grove Hotel, Tilehouse Lane, Denham UB9 5DG
--------------------	--

Public Bodies (admission to meetings) Act 1960– Exclusion of the public

The chairman moved that under section 1(2) of the public bodies (Admission to meetings) Act, the public shall be excluded from the remainder of the meeting by reason of the confidential nature of the business to be transacted.

Signed: Derek Wilson – Executive Clerk and RFO

Date: 8 October 2025

Upcoming Meetings and Events:

Time	Day	Date	Meeting
7.00pm	Wednesday	15 October 2025	Biodiversity Working Group, DPC Office
7.00pm	Tuesday	21 October 2025	Communities and Events, DPC Office
10am	Friday	24 October 2025	Budget Meeting, Admin, Planning, P&P
7.30pm	Monday	3 November 2025	Services Meeting, DPC Office
7.00pm	Tuesday	4 November 2025	Planning Meeting, DPC Office
10am	Friday	7 November 2025	Finance Meeting and Services budget, DPC Office
11am to 2pm	Friday	7 November 2025	Memory Café, St Marks Hall, Denham Green
3pm to 5pm	Sunday	9 November 2025	Afternoon Social and Bingo, New Denham Community Centre