

**You are SUMMONED to attend the MEETING OF THE PARISH COUNCIL on Monday 10 November 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](mailto: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**

| <b>Agenda No</b>   | <b>Agenda Item</b>                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>20251110/01</b> | <b>Welcome and Apologies for Absence</b>                                                                                                                                                                                                                                                                                                                                                     |
| <b>20251110/02</b> | <b>Declaration of Interests</b><br><br>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.                                                                                                                                                                                       |
| <b>20251110/03</b> | <b>Public Session</b> (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).                                                                                                                                                                                                                                     |
| <b>20251110/04</b> | <b>Approval of Minutes</b> <ul style="list-style-type: none"> <li>• Minutes of the Finance Meeting 26 September 2025</li> <li>• Minutes of the Planning Meeting 7 October 2025</li> <li>• Minutes of the Full Council Meeting 13 October 2025</li> <li>• Minutes of the Communities and Events Meeting 21 October 2025</li> <li>• Minutes of the Services Meeting 3 November 2025</li> </ul> |
| <b>20251110/05</b> | <b>Reports from Outside Bodies</b>                                                                                                                                                                                                                                                                                                                                                           |
| <b>20251110/06</b> | <b>Chairman's Report</b><br><br>Nothing to report                                                                                                                                                                                                                                                                                                                                            |
| <b>20251110/07</b> | <b>Report from Unitary Councillors</b><br><br>Two questions for Cllr JC,<br><br>One question relates to why you were taken off the fly tipping issue on the A412 lay-by by Cllr TB and when is this issue going to be resolved?                                                                                                                                                              |

|                                                              | The next question relates to providing an update from the Environmental Health enforcement team on the action being taken with FAZ Autos.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
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| <b>20251110/08</b>                                           | <b>Executive Clerk's Report (To Note)</b><br><br>Attended the Town & Parish Clerks' Forum 21 October 2025 (see attached)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| <b>20251110/09</b>                                           | <b>TVP Road Safety Data (To Note)</b><br><br>Statistic report from Thames Valley Police (attached)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| <b>20251110/10</b>                                           | <b>Bucks Local Plan</b><br><br>Response to their Local Plan consultation submitted and acknowledged receipt. (see attached)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| <b>20251110/11</b>                                           | <b>Denham Neighbourhood Plan</b><br><br>Call for Sites letter circulated to residential and businesses. 103 posted to head office businesses that have local operations within the parish.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| <b>20251110/12</b>                                           | <b>Cricketfield Bungalow</b><br><br>DPC has received a letter from a debt collecting agency chasing an outstanding payment for OVO Energy. This is for the period running from when the previous tenant left 5 April 2025, and the new tenant taking up residency on 2 July 2025.<br><br><b>Recommendation:</b> This Council recommends that the outstanding debt is paid for the sum of £1325.02 to LCSDR to clear the payment with OVO Energy.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| <b>20251110/13</b>                                           | <b>Martinsfield</b><br><br>Cllr MH and Cllr SW will be contacting MB now for the agreed meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| <b>20251110/14</b>                                           | <b>Financial Matters and Reports</b> <ol style="list-style-type: none"> <li>1. Flagstone Update (See attached)</li> <li>2. Financial Actual v Budget Report (See attached)</li> <li>3. Finance Correspondence List</li> <li>4. Payments Report for October/November 2025 (See attached) £17,080.30</li> </ol> <table border="1"> <thead> <tr> <th colspan="2">Expenses over £500 + VAT for October/November 2025 (To Note)</th></tr> </thead> <tbody> <tr> <td>Dr Tech – Monthly IT Charges - October</td><td>£665.35</td></tr> <tr> <td>Turfcare – MB Grass and Marking – October</td><td>£832.20</td></tr> <tr> <td>WindowFlowers (Paid) June &amp; September 2025</td><td>£4,528.90</td></tr> <tr> <td>JogPost (Paid) – Call for Sites Letter delivery</td><td>£888.00</td></tr> <tr> <td>Denham Allotment Users Association – Annual Grant/Donation</td><td>£500.00</td></tr> <tr> <td>Big Plant Centre – VG Christmas Tree</td><td>£918.00</td></tr> <tr> <td>Planning Magazine – Annual Subscription</td><td>£625.00</td></tr> <tr> <td>Gas2o – Oil Tank Cricket Bungalow</td><td>£960.00</td></tr> <tr> <td>WindowFlowers – Hanging Baskets – Summer to Winter</td><td>£3,255.00</td></tr> <tr> <td>OVO Energy – Backdated payments for Bungalow</td><td>£1,325.02</td></tr> <tr> <td>Photobooth Magic – Christmas Fair</td><td>£550.00</td></tr> <tr> <td></td><td></td></tr> <tr> <td><b>Total</b></td><td><b>£15,047.47</b></td></tr> </tbody> </table> | Expenses over £500 + VAT for October/November 2025 (To Note) |  | Dr Tech – Monthly IT Charges - October | £665.35 | Turfcare – MB Grass and Marking – October | £832.20 | WindowFlowers (Paid) June & September 2025 | £4,528.90 | JogPost (Paid) – Call for Sites Letter delivery | £888.00 | Denham Allotment Users Association – Annual Grant/Donation | £500.00 | Big Plant Centre – VG Christmas Tree | £918.00 | Planning Magazine – Annual Subscription | £625.00 | Gas2o – Oil Tank Cricket Bungalow | £960.00 | WindowFlowers – Hanging Baskets – Summer to Winter | £3,255.00 | OVO Energy – Backdated payments for Bungalow | £1,325.02 | Photobooth Magic – Christmas Fair | £550.00 |  |  | <b>Total</b> | <b>£15,047.47</b> |
| Expenses over £500 + VAT for October/November 2025 (To Note) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| Dr Tech – Monthly IT Charges - October                       | £665.35                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| Turfcare – MB Grass and Marking – October                    | £832.20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| WindowFlowers (Paid) June & September 2025                   | £4,528.90                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| JogPost (Paid) – Call for Sites Letter delivery              | £888.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| Denham Allotment Users Association – Annual Grant/Donation   | £500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| Big Plant Centre – VG Christmas Tree                         | £918.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| Planning Magazine – Annual Subscription                      | £625.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| Gas2o – Oil Tank Cricket Bungalow                            | £960.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| WindowFlowers – Hanging Baskets – Summer to Winter           | £3,255.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| OVO Energy – Backdated payments for Bungalow                 | £1,325.02                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
| Photobooth Magic – Christmas Fair                            | £550.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |
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| <b>Total</b>                                                 | <b>£15,047.47</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                              |  |                                        |         |                                           |         |                                            |           |                                                 |         |                                                            |         |                                      |         |                                         |         |                                   |         |                                                    |           |                                              |           |                                   |         |  |  |              |                   |

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|                         |                                                                                                                      |
| <b>20251110/<br/>15</b> | <b>Date of Next Meeting</b><br><br>8 December 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

**Date:** 5 November 2025

**Upcoming Meetings and Events:**

| Time        | Day       | Date             | Meeting                                                 |
|-------------|-----------|------------------|---------------------------------------------------------|
| 6.30pm      | Wednesday | 12 November 2025 | Policy & Procedures, DPC Office                         |
| 7.00pm      | Tuesday   | 18 November 2025 | Communities and Events, DPC Office                      |
| 10am        | Friday    | 21 November 2025 | Budget Meeting, Communities and Events                  |
| 10am        | Friday    | 28 November 2025 | Finance, DPC Office                                     |
| 12pm to 4pm | Sunday    | 30 November 2025 | Christmas Fair, Denham Village Memorial Hall            |
| 7.30pm      | Tuesday   | 1 December 2025  | Services, DPC Office                                    |
| 7.00pm      | Wednesday | 2 December 2025  | Planning, DPC Office                                    |
| 11am to 2pm | Friday    | 5 December 2025  | Memory Café, St Mark's Hall, Denham Green               |
| 7.30pm      | Monday    | 8 December 2025  | Full Council, Denham Grove Hotel, Suite 10-11           |
| 6.15pm      | Thursday  | 11 December 2025 | Christmas Get Together, The Swan, Denham                |
| 3pm to 5pm  | Sunday    | 14 December 2025 | Afternoon Social and Bingo, New Denham Community Centre |