

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 6 October 2025 at 7.30 pm at the Parish Council Office, Village Road, Denham UB9 5BN.

Councillors:	Cllr M Heath - Chairman (MH)	## Cllr M Goonesekar (MK)
	Cllr N Abadjian -Vice Chairman (NA)	Cllr G Hollis (GH)
	Cllr S Williams (SW)	# Cllr W Davey (WD)
	Cllr E Austin (EA)	
Public:		# = Apologies Received
Clerk:	Jay Mitchener (DC)	## = Apologies Not Received

The meeting was voice-recorded, agreed upon by the members present.

Agenda No	Agenda Public recording of the meeting to be agreed	ACTION
20251006/ 01	Welcome & Acceptance of Apologies for Absence, All Cllrs agreed	
20251006/ 02	Declaration of Interests – None	
20251006/ 03	Public Session - None	
20251006/ 04	Minutes of the last meeting – Agreed at FC meeting 9 September 2025	
20251006/ 05	Highways Update 20210406/10 – A412 Footpath Flooding / HS2 DPC was advised by HS2 that a supplier list form needs to be completed, as our original form has expired. ACTION: Request support from the contact at HS2 ACTION: Complete the supplier form parts 2&3	DC EC
20251006/ 06	Denham Green Drop kerb – E-ACT Primary School – Nightingale Way The original project cost was £1,843.00 for one drop kerb, and we applied to CB for match funding. They only approved £ 825.00 (45%) toward the drop kerb costs from the Community Board. The LAT provided drawings of the specifications of materials, and the costs would be approx £4,322.63. BC are willing to do a 50% split of the project costs. £ 2161.31 All Cllrs agreed to pay the shortfall of £414.82 (£318.32 plus £96.50) Breakdown - £825.00 (CB), £921.50 + £318.32 + £96.50 = £2161.32 (DPC) ACTION: Confirmation with Cllrs on payment.	DC/MH/ SW
20251006/ 07	Martinsfield - Booking system on the DPC website. Booking system now updated to 2-hour slots instead of 3-hour slots. All the clubs were informed in September 2025 that there would be a price increase on 1 October 2025. The price increase has also been updated on the booking system. - New junior 11 aside pitch. Has now been marked out in blue paint, marking the 9-a-side pitch inside the 11-a-side pitch and was ready to use on Price increase. 11-a-side pitch with facilities - £100.00 for 2 hrs 11 aside junior pitch no facilities - £ 70.00 for 2 hrs 9 a side pitch no facilities - £45.00 for 2 hrs 5 a side pitch, no facilities - £35.00 for 2 hrs	

	• Renovation work on the pitches. All the pitches need to be scarified, fertilised and seeded, but it is weather-dependent. It was discussed when we should do these works so as not to disrupt the football games. ACTION: Discuss the process with the contractor for works to be completed early in 2026 Companies do hire out water hydrant machines. There are 2 different tiers for which research will be required. May need to hire out water hoses. ACTION: Research which water hydrant is required. • Floodlights funding /3G pitch funding & Padel game, MUGA pitch & Roadside hoardings ACTION: Arrange a meeting with MB to discuss initial approval, if the lease could be extended to cover funding requirements. • Charity football match - DUFC The football club was informed that not enough time was given to organise this event, and this could be discussed again in 2026. Community Payback The manager is looking for dates that can be booked for the MB cutback/clearance for over vegetation. May have to hire equipment to support the work. A risk assessment will be completed in the first instance by the manager. ACTION: Will keep Cllrs updated on dates. • Electrical contract All Cllrs agreed to the recommendation.	DC NA MH/SW DC
20251006/08	Devolved Services agreement • Grass cuts – 6th and last cut of the year, 6 Oct 2025 - Willowbank Res Ass have been informed. A conversation was had with our contractors to keep the last cut for later on in the year, but they had advised that growth would be minimal and due to weather changes in the last few years is wetter in the winter seasons, and they can't change the cuts. ACTION: Discuss the grass cut schedule for the year with the contractors. • Weed spraying twice a year - May – July/August. Advised the Cllrs that the weeding programme for the year has been completed. ACTION: What chemical is used with the contractors?	DC DC
20251006/09	RoW maintenance work – Part 1 – Completed.	
20251006/10	Denham Village • Village garage door replacement - Completed • Small white fence painted - Village Green- Completed. The maintenance work was completed by the Community Payback team, they did a great job.	

	• Wall-mounted notice board. It was agreed in the last meeting to place an order for the notice board, which arrived. The notice board will be erected on the side of the village garage facing the Village green to the right-hand side of the bench. • Solar lights for the front gate – The Memorial Hall - Completed Installed at the front gate. • Tree in poor condition on the village green. The tree survey was discussed - T05 has a few dead branches. ACTION: Arrange to cut the dead branches removed.	DC
20251006/ 11	Way & Tillard • Cricket bungalow – new gate and fencing – Completed. • Team shelter repair – Completed. It was agreed at FC to remove the top panel, which may help reduce the ASBO behaviour in the area. This will be completed next week by the contractor. Will update for next meeting. • Survey to replace gym equipment with play equipment – Completed The survey response was very mixed due to age ranges from 6 months to 9/12 years. Small items for young kids to large equipment for older kids. There is not enough room for the choices given. 18 votes to remove the gym and place play equipment, and 13 votes to keep the gym equipment. It was said that DPC have already replenished and refreshed the Alderbourne play area for use by young to older kids. If we remove the team shelter, the older children will go into the play area and destroy the equipment as they did years ago. Also discussed was for walkers and their dogs, but the area is not big enough. All Cllrs agreed to keep the gym equipment in place as to expensive to change the equipment when Denham has play equipment in Denham Green, KWL & Alderbourne, which are all local to people. ACTION: Get quotes for directional finger pointers for all play areas. ACTION: Request contractors for the app to prompt the area when the weather is better. • Bowls Club – Cut back hedge top & side. This was agreed by all Cllrs at the FC meeting and will be completed next week due to the bad weather recently. • Cut back on brambles – bottom right side of the field. This will also be completed next week by the contractor. • Anti-social behaviour. It was agreed by all Cllrs to remove the top panel from the team shelter to hopefully discourage the bad behaviour. Cameras have been purchased and will be installed on the top of the fence where the gym area is, along with CCTV signage. ACTION: Image 2 shown was chosen for the new CCTV signage. Place the order.	DC DC DC
20251006/ 12	Local biodiversity working party. There wasn't anything to report other than the next meeting will be on Wednesday, 15 October 2025.	
20251006/ 13	Denham warden • Trailer. To Note.	

	Now that the village doors have been replaced, measurements can be taken to source a small trailer for our handyman's use. ACTION: Get quotes for a small trailer.	DC
20251006/14	Maintenance work. • Refresh of all benches – Village Green completed. All other areas will be completed throughout the month. • Bench rules. It was mentioned that the benches have been kindly donated by residents. Are we to replace or maintain them going forward? It was agreed by all Cllrs that it will be the responsibility of DPC once the benches have been donated.	
20251006/15	Allotments report. They have a few active plot holders who have supported trimming back the running hedge, clearing paths and tidying up some plots. They have also organised a working party for the 1st Saturday of the month to do a few jobs around the allotments. • Rental of the plots This was discussed, too late now, it should be discussed in June 2026. ACTION: Add to calendar for a reminder for June's 2026 Service meeting before FC meeting. ACTION: Add the allotment judging to the calendar for next year. ACTION: Request BC for a road sign that could be installed, showing there is an entrance into the allotments. Red triangle sign.	FC FC DC
20251006/16	Tennis Board – To Note ACTION: To be discussed at the Full Council meeting for all members to visit sites.	EC
20251006/17	Wildflowers- To Note Services are responsible for work on the roadside. The maintenance cost can be added to Comms & events, and the planting costs will stay on Services. ACTION: Inform Comms & Events Cllrs, the cost for maintenance will stay on the Comms & Events budget, and planting will stay on the Services budget. ACTION: Site visit for Higher Denham.	EA/DC
20251006/18	Tatling End – Holly Bush open space. • Tree survey and maintenance work - Completed	
20251006/19	Tour survey with Cllrs – Play areas, open spaces & Martinsfield 18.08.25 A report of all the Cllrs' comments was added, and some points were discussed. Most of the areas were visited except for the Railway field and the Scouts hut. Graffiti was mentioned, and all Cllrs agreed that if found in any of our areas, get the contractor booked to clear it. The village green footpath is in disrepair, due to the expense to fix this, BC don't have the funds. The clerk will conduct site visits with our handyman and check all areas. ACTION: Review the report and act on what is possible for the handyman and request quotes for other items.	DC DC

	ACTION: Obtain a quote to anti-graffiti the village garage. ACTION: Look at possible options for the village green footpath. ACTION: Add to Calendar for March 2026 - Cllrs to revisit sites.	DC/MH DC
20251006/ 20	Scout survey for DPC streetlights. All Cllrs agree to the quote for the works to be completed. It was reported that none of our heritage lamps have any issues. ACTION: Change the few lights to LED. ACTION: Add dates to the spreadsheet when the lights have been fixed.	DC DC
20251006/ 21	Community Board meeting. There won't be any funding going forward, but can support connecting parties together for information and funding possibilities. The board would like to see more community areas with sports facilities. To receive funding, DPC need support from football clubs. DPC was given contact details who have experience with 3G and MUGA pitches, and they have been contacted, but are waiting for an update.	
20251006/ 22	Bus Stop timetables. Informed the Cllrs that the BC transport team cannot support this service, as bus schedules change frequently and they are unable to update their timings. People can look online or visit the station to get the information. ACTION: Find out if digital information could be added to our bus shelters.	DC
20251006/ 23	Service Finance ACTION: Budget meeting for 2025 services codes to be arranged.	MH/NA/F C
20251006/ 24	Future Agenda • War Memorial cleaning – Tuesday 4 Nov 2025. • By-laws & PSPO. • Metal design memorial bench - look at areas to place one. • Pollarding of Way & Tillard Lime trees – Jan 2028	
20251006/ 25	Date of Next Meeting – 3 November 2025, Parish Council Offices, 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 08.10.2025

Committee Members			
Cllr M Heath	Cllr G Hollis	Cllr E Austin	
Cllr N Abadjian	Cllr M Goonesekera		
Cllr W Davey	Cllr S Williams		

Chairman _____

Dated _____

Amendments to minutes dated	
Agenda No	Title