

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 3 November 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 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
20251103/ 01	Welcome & Acceptance of Apologies for Absence, Cllr GH	
20251103/ 02	Declaration of Interests – None	
20251103/ 03	Public Session - None	
20251103/ 04	Minutes of the last meeting – 21 October 2025. All agreed at the Full Council meeting.	
20251103/ 05	Highways Update • 20210406/10 – A412 Footpath Flooding / HS2 DPC completed and returned the HS2 supplier form. Will update the Cllrs for the next meeting.	
20251103/ 06	Denham Green • Drop kerb – E-ACT Primary School – Nightingale Way The project was completed on 3 November 2025. • Denham Green verge ornamented bark quote – All Cllrs agreed ACTION: Request Denham warden to maintain the area going forward.	DC
20251103/ 07	Martinsfield • Renovation work on the pitches. Discuss the process with the contractor for the works to be completed early in 2026, which they have agreed to. DPC booked 13 April to 17 April 2026 on the booking system, informed all the football clubs. Waiting on date confirmation from the contractors. ACTION: Update Cllrs for next meeting. • 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.	DC MH/SW
20251103/ 08	Devolved Services agreement • Weed spraying The weed spray chemical is called Gallup, used by many councils around the country, harmless to wildlife. ACTION: Email information on the weed spray. • Overgrown vegetation – Higher Denham Middle Road. DPC delivered letters to three residents requesting to clear their vegetation. One resident refused to support this action, DPC requested BC to support us, and the	DC/SW

	area was cleared by our LAT. This has now been resolved, no action is required going forward. • NALC calls for submissions for new devolution case study. Advised Cllrs that the form was completed and emailed back to the BC devolution team. No action required.	
20251103/09	Denham Village • Trees in poor condition on the village green. Cllrs agreed to the quote to remove the dead wood from T1 and to fell T2. ACTION: Ask how the contractors will know if there is groundwork service. ACTION: Plant another tree in this place (small native tree) in springtime 2026. ACTION: Cllr to look for some suitable native trees. • Village Garage – Removal of graffiti & add anti-graffiti gel. All Cllrs agreed to the quote. ACTION: Arrange a date with contractors. • Village Green – footpath issue. Due to safety hazards, BC have put the job on their system to resurface approx. 70sqm, this should remove the defective areas. BC did attend the site and filled in the larger potholes in the interim. No dates confirmed for the work. ACTION: DC will chase for updates. • Wildflower plant – Corner of Ashmead Lane, small grass plot. It was mentioned that there is a footpath that runs across this small grass plot. We should plant between the hedge line and the footpath. ACTION: Request the contractor to re-quote for the area. • Village Green Reseeding & weeding. The quote attached was discussed, it was requested to get another quote. If the new quote is not suitable, the Cllrs agreed for DC to make the decision, as the works need to be completed as soon as possible due to weather conditions. ACTION: Request for another quote & update the Cllrs.	DC DC SW DC DC DC DC
20251103/10	Cricket bungalow. • Flushing out boiler & radiators. Costs approved by the services Cllrs Informed the Cllrs that the work is planned for 8.30 am on Wednesday, 5 November 2025. • Replacement oil tank -Costs approved by the services Cllrs. Oil tank ordered to be delivered in 1 week and 2 weeks to complete the work.	
20251103/11	Way & Tillard • Cut back on brambles – bottom right side of the field. Waiting for dates from the contractor to cut back 4 ft of the brambles. • CCTV signage for anti-social behaviour. Waiting for the CCTV signage to arrive, then it will be installed with the dummy cameras on the fence out of reach. ACTION: Update Cllrs for next meeting • Community Payback work Date to be confirmed, possibly 11 or 18 November, will side out all the path areas & clear vegetation. No costs as they will use their equipment.	DC
20251103/12	Flailing • Ashmead Lane. This is Buck Council's responsibility. LAT completed a site visit and informed DPC that no flailing was required at this time. • KWL hedge by play area. All Cllrs agreed to the quote.	

20251103/ 13	Local biodiversity working plan. Minutes from the meeting were discussed. ACTION: To contact the person from the Church and Colne Valley regarding their biodiversity strategy for more information and update Cllrs for the next meeting.	EA
20251103/ 14	Denham warden • Trailer. To Note. ACTION: To update Cllrs on the reasons for not having a trailer. ACTION: Discuss at P&P regarding recording interviews.	EC EC/EA
20251103/ 15	Maintenance work - Ongoing • Refresh of all benches – Village Green completed. All other areas will be completed throughout the month. • Siding out under the benches on Village Green – Completed. • Painting of the black pole (Best kept village) – Completed. • Clearance of fruit from trees – Cleared & removed. Completed. Informed Cllrs that all play areas will be completed going forward.	
20251103/ 16	Allotments report. Successful meeting with the committee members. ACTION: Send an email for clarification on a position (manager) role at the allotments. • Red road sign. Bucks Council informs DPC that they are reducing street furniture, the cost to add a post in the ground, pay for a licence, and signage would be very costly, and the request would be refused. They suggested adding banners to the white fence entrance, but Cllrs didn't like the idea of adding banners.	MH/FC
20251103/ 17	Tatling End – Holly Bush open space. • Open space clearance of debris, vegetation & wooden stumps replacement quote – All Cllrs agreed It was discussed and agreed to name this area Skylark Copse. Add the signage to the entrance where the wooden stumps are. ACTION: Get draft image signage - Skylark Copse biodiversity area, Denham Parish Council and quote. ACTION: Send a letter to the residents that back onto this land – Informing them of what actions DPC are taking in this area, not to dump on the land and to report any issues to the DPC office. If they want to be kept up to date, provide their email address.	DC DC
20251103/ 18	Tour survey with Cllrs - Play areas, open spaces & Martinsfield. The clerk will conduct site visits with our Denham Warden to fix issues reported on the survey. ACTION: Design a list of actions completed. • Brown directional signs. Informed Cllrs, brown signs are only for use in historical areas, DPC would not be allowed to use these signs for play areas. No action required.	DC

	• James Martin Close. A large tree on our land is encroaching on the residents' land, and it is too high for them to cut away the branches. Site visit is booked for Friday, 7 November. Many of the trees' heights need to be cut back. ACTION: Take photos of the tree. ACTION: Get a quote for tree survey ACTION: Have a budget for next year for the maintenance of the trees.	DC DC MH
20251103/19	Scout survey for DPC streetlights. Informed Cllrs, contractors are waiting for light parts. Dates will be confirmed shortly when work commences.	
20251103/20	Brick bus Shelters – digital timetable information. As the bus shelters only have solar lights, adding electricity, hardware, and required software would be very costly, the Cllrs agreed not to proceed.	
20251103/21	Service Finance Informed that we are over budget for the electricity supply, as half of the bill was from last year due to the electricity company changing its system. ACTION: To keep a list of direct debit & make sure we have received an invoice.	FC
20251103/22	Future Agenda • War Memorial cleaning – Tuesday 6 Nov 2025. • By-laws & PSPO. • Metal design memorial bench - look at areas to place one. • Pollarding of Way & Tillard Lime trees – Jan 2028	
20251103/23	Date of Next Meeting – 1 December 2025 , Parish Council Offices, 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 04.11.2025

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