

Minutes of the MEETING OF THE SERVICES COMMITTEE on Monday 1 December 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
20251201/01	Welcome & Acceptance of Apologies for Absence,	
20251201/02	Declaration of Interests – None	
20251201/03	Public Session - None	
20251201/04	Minutes of the last meeting – 1 December 2025. All agreed at the Full Council meeting.	
20251201/05	Highways Update 20210406/10 – A412 Footpath Flooding / HS2 Cllrs discussed options for the remaining £30,000 funding. All Cllrs agreed to put it towards enhancing the footways on the A412. ACTION: Look at the area of the footways.	MH/DC
20251201/06	Denham Green Denham Green verge – To add ornamented bark. Inform the Cllrs that this task has been completed.	
20251201/07	Martinsfield Renovation work on the pitches. To Note Work provisionally booked from 7 April to 18 April 2026. Will be a slight increase in the original quote of £4,500. DPC will be updated on the cost next year for Cllrs to discuss. ACTION: Find out what is left in the budget.	FC/MH
	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.	EC/MH/ SW
	9 a side pitch – Remove blue lining from the pitch. Informed the Cllrs, the football clubs that use Martinsfield no longer require a 9-a-side pitch, which is marked in blue ink, but only require the 11-a-side pitches. All Cllrs agreed to stop marking the field with blue ink. ACTION: Remove the 9 a side pitch from the booking system & inform the contractor to stop marking the 9-a-side pitch with blue ink.	DC
	Padel court. Received an email from a gentleman enquiring about renting some land on MB to add a Padel court. ACTION: Arrange a meeting with this gentleman.	MH/SW

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20251201/ 12	Flailing • KWL hedge by play area. Task completed.	
20251201/ 13	Local biodiversity working plan. Contact still to be made with St Mary's Church and Colne Valley for their biodiversity strategy plan. Cllrs informed that DPC areas are different from other areas. It was mentioned that we would need a list of the areas and photographs to move forward with, and we would need professional advice. ACTION: Send details of the contractors used and the plan required. ACTION: Provide the strategy plan received from the Church/Colne Valley and the minutes from the last meeting. To be discussed at the next service meeting.	EA/DC EA
20251201/ 14	Denham warden • Trailer. To Note. ACTION: To update Cllrs on the reasons for not having a trailer. All Cllrs agreed to discuss at P&P regarding recording interviews.	EC EC/EA
20251201/ 15	Maintenance work - Ongoing • Refresh of all benches – Village Green, Way & Tillard and Alderbourne benches have been completed. Work will be ongoing in Tatling End and Knighton Way. It was mentioned that the bench in the Railway field needs attention. ACTION: Cut the end off the bench to make it safe.	DC
20251201/ 16	Allotments report. Cllrs discussed the report, and it was mentioned that the committee are very helpful and getting jobs completed in the allotments. They are happy to be involved with biodiversity, and have reported badgers, lizards and deer visiting the site. Plot rent increases were discussed. ACTION: Find out when the last rent increase was. • Asbestos removal – Plot 82/ Plot 93 & some parts of the land have traces of asbestos. Contacted 7 companies, Contractor 1 unable to do a site visit until January 2026, Contractor 2 requesting us to provide information and photographs and waiting for updates from the other companies approached. Informed Cllrs, we are unsure what the costs could be or how big this job would be. ACTION: No costs received as yet. Could we get the money from the reserves? ACTION: Request information on contact details. ACTION: To give Ambush details to the committee. ACTION: To add a notice "Asbestos in this area".	FC EC/AH DC/TG FC FC
20251201/ 17	Tatling End – Skylark Copse • Open space clearance of debris, vegetation & wooden stumps replacement. Informed Cllrs that tasks are completed and showed them completed images. The Cllrs were very happy with the results. • Draft signage & quote - Skylark Copse. All Cllrs agreed to the image and quote. ACTION: Add DPC contact number at the bottom of signage.	DC

	• Draft letter for residents who back onto the Skylark Copse. All Cllrs agreed to the letter. ACTION: Send letters out to residents. • Memorial bench for Cllr WD All Cllrs agreed to the bench and quote. ACTION: Order the bench and name plaque. Cllrs discussed that the bench could be placed at the bottom by the gate, but not against residents' fences. ACTION: Site visit to look at the area. • How to register the new name “Skylark Copse” on the land registry? Investigating the process. ACTION: Update Cllrs for next meeting.	DC DC MH/DC DC
20251201/ 18	Tour survey with Cllrs - Play areas, open spaces & Martinsfield. Informed Cllrs that in the Knighton Way Lane play area, we need to purchase a basketball net. The quote was discussed and agreed by all Cllrs. ACTION: Place the order for 2 basketball nets. In Way & Tillard, there is a broken seat on the cycling bike. Picture sent to the contractor for the cost to replace it. Waiting for the update. ACTION: Design a list of actions completed. • James Martin Close – Tree cut back. 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 with 2 contractors, one on 2 December and another on 11 December 2025. Explained to the Cllrs we don't need to do another tree survey, as that is just to report any safety issues, which DPC completed earlier this year and actioned any concerns. ACTION: Site visit ACTION: Update Cllrs for next meeting. ACTION: Have a budget for next year for the maintenance of the trees.	DC DC DC/MH DC FC
20251201/ 19	Scout survey for DPC streetlights. Informed Cllrs, contractors are waiting for lighting parts. Dates will be confirmed shortly. ACTION: Add quote to pipeline before the end of March 2026	FC
20251201/ 21	Service Finance Allotments – Find out why £905.00 is short. Cllr happy to discuss this. Cricket bungalow – 2 months, the bungalow was empty. ACTION: To look at and monitor all direct debits monthly. General service – Grass cutting. Planters could be more for 2026 ACTION: The cost for March could be more for 2026	FC/MH FC FC

20251201/ 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	
20251201/ 23	Date of Next Meeting – 5 January 2026 , Parish Council Offices, 7.30 pm	

Signed: Jay Mitchener – Deputy Clerk

Date: 02.12.2025

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

Chairman _____

Dated _____

Amendments to minutes dated	
Agenda No	Title