

Minutes of the MEETING OF THE PARISH COUNCIL on Monday 9 February 2026 at 7:30pm at Denham Grove Hotel, Studio 10 & 11, Conference Wing, Tilehouse Lane, Denham UB9 5DG.

Councillors:	Cllr S Williams – Chairman (SW)	Cllr E Austin (EA)
	Cllr M Heath – Vice-Chairman (MH)	Cllr N Abadjian (NA)
	Cllr A Head (AWH)	## Cllr M Goonesekera (MG)
	Cllr J Walsh (JW)	# Cllr B Keen (BK)
	Cllr A Hans (AH)	
	# Cllr G Hollis (GH)	# = Apologies received ## = Apologies not given
	# Cllr J Griffiths-Heath (JGH)	
Clerk:	Derek Wilson	

Meeting was voice-recorded

Agenda No	Minutes	Actions
20260209/01	Welcome and Apologies for Absence Apologies were received from Cllr GH, Cllr BK and Cllr JGH Welcomes were given to the Unitary Cllrs MB, JC and TB for their attendance.	
20260209/02	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. Cllr EA declared an interest in item 4 Part 2 living in Higher Denham, close to the area under discussion. This was a non-pecuniary interest declared.	
20260209/03	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). No members of the public were present.	
20260209/04	Approval of Minutes - Minutes of Planning Meeting dated 6 January 2026 Proposed by Cllr AWH Seconded by Cllr JW – Members agreed - Minutes of Full Council Meeting dated 12 January 2026 Proposed by Cllr SW Seconded by Cllr MH – Members agreed - Minutes of Policy and Procedures Meeting dated 14 January 2026 Proposed by Cllr EA Seconded by Cllr MH – Members agreed Cllr EA referred to the page numbering that page 2 was showing as one of one. This will be amended. - Minutes of Communities and Events Meeting dated 20 January 2026 Proposed by Cllr AH Seconded by Cllr JW – Members agreed Cllr AH advised members present on agenda item 14 he had left the meeting and subsequently resigned from this committee.	

	Cllr JW informed the meeting that a cheque has been presented from Denham Village Fair for the Memory Café for £500. This request was sponsored by a company called Poppies in Denham Green Lane. It has been gratefully received and will be used to take attendees for a day out and to have a singer performing in the summer. - Minutes of the Finance Meeting dated 23 January 2026 Proposed by Cllr AH Seconded by Cllr AWH – Members agreed. - Minutes of Services Meeting dated 2 February 2026 Proposed by Cllr MH Seconded by Cllr SW – Members agreed.	
20260209/ 05	Reports from Outside Bodies No report presented at this meeting – Denham Aerodrome meeting will be presented at the April meeting of Full Council.	
20260209/ 06	Chairman's Report Cllr SW presented her report attending the Parish Liaison Meeting, Meeting with Cllr David Brackin, Chair of Fulmer PC. Cllr SW was recently appointed Vice-Chair of BMKALC, attended SBALC meeting. Unfortunately, could not attend the Community Board meeting and Cllr MH attended where a discussion took place about small libraries to be placed in strategic locations that must contain Children's books. A similar facility is available in Higher Denham, where they received sponsorship and their facility is opposite the Community Hall. Also attended the social afternoon on Sunday, which went down very well from those who attended the event. There is a separate item for discussion later under item 2 Part 2	
20260209/ 07	Report from Unitary Councillors Cllr JC referred to the clean-up that is in progress along the A412 towards Iver to clear the large amount of fly tipping. Unfortunately, work has been set back a couple of days due to the inclement weather. There are temporary barriers to allow for this work to continue. The issue is the longer-term impact if these lay-bys are closed off permanently, which will displace these trailers parking elsewhere. Bucks Council are proposing to change the regulations to easily remove trailers that have just been left abandoned. Cllr TB said that Bucks have been working with Thames Valley Police, Met Police and Environmental Health, as these trucks are coming from London to dump their rubbish or trailers in the closest town outside of their area. Cllr SW pointed out that a freight strategy that runs until 2036, advises that HGV's can stop outside the Shell garage in Denham Green, which is directly adjacent to a children's play area. This is not a suitable location when HGVs sit with their engines running, where young people are playing. Bucks Council will be doing some 'Active travel works', which will mean that they will be upgrading pathways and looking at the phasing of traffic signals in the area. It was discussed about the number of potholes, particularly in Green Tiles Road, Denham. This is also occurring around drainage gutters in the roads, as the carriageway is breaking up. When the weather improves a	

	permanent solution to repair these faults will be rectified. A Highway Traffic consultation will be opening soon. Cllr MB referred to the Green Belt review, detailing the methodology used and the HELAA will be available next week. A briefing will be forwarded to the Parish Clerk Monday or Tuesday. It might be contentious with some sites being referred to within the Green Belt, although the Unitary Cllrs are against any such release. Some sites have been put forward by people who don't own the site, which will be discounted. It was agreed that DPC may hold a meeting for residents to reply to the Local Plan and UC MB stated that he would help with this. However, we do need residents to engage with the Local Plan process to formulate how the Local Plan will be developed. There is a worry about large scale infrastructure projects such as the data centre at Gerrards Cross. This is where Government policy might intervene and allow a compulsory purchase order to be placed on the land. Other areas discussed was the destruction of Gladwins Wood, where planning enforcement are taking action to remediate the site. The double yellow lines in Old Mill Road, these are due to be signed off this week and then it is a case when this work can be done. PSPO on the 'Pony and Trap' racing that has been taking place. Once implemented (end of February) the Police can intervene to stop this from occurring. On Saturday they were able to remove three vehicles. Cadent have been spotted digging within the root protection area of trees, which might be protected and they appear to have a lack of knowledge or understanding within their operations team. If this re-occurs then the three Unitary Cllrs should be contacted to be informed. The Denham Quarry Liaison meeting will now take place on 6 March 2026. The three Cllrs left the meeting at 8.20pm and were thanked by the Chair.	AWH/EC
20260209/08	Executive Clerk's Report Nothing to report	
20260209/09	BMKALC Employee Assistance programme Please see attached documentation – The cost of providing this service to Council members and employees will be £121.50 (for 15 members & employees) Recommendation: To agree DPC join this programme There was a discussion as to whether it included Councillors, as well as employees. The Clerk confirmed that it did and a view was expressed that the amount being charged did not signify a substantial benefit and we should be looking at a thorough health scheme as an employment benefit. Cllr AWH asked whether we were under any pressure to provide this service, and whether we need to do it at all. There is no obligation to take this	

	onboard. This is to provide additional support on personnel issues that parishes currently don't have. Resolution: It was decided not to pursue this scheme and to look at other options in the future.	EC
20260209/ 10	Information Technology Policy Recommendation: To adopt the above policy A discussion took place on this policy that it was just cut and pasted from NALC. The Clerk advised members that the original document was much larger and gave various options to select depending on your own Council's requirements. It had been significantly reduced in the number of pages. Cllr JW advised that IT policies should have come to the Finance committee first rather than be referred to Policy and Procedures. There is concern as to who is going to effectively police this policy, as there is too much information contained in this document. Cllr MH advised that it should go back to Policy and Procedures for a review. A thorough review needs to be completed by a working group particularly when members are using their own equipment. A working party that liaises with our IT provider, 10 pages is too long for this to be a workable policy. Resolution: It was agreed to set-up a working party, consisting of Cllrs EA, NA and MH to arrange a meeting to discuss this policy in more detail.	Cllr EA, NA, MH & EC
20260209/ 11	Procurement Policy 2026-2027 This policy was initially discussed in Policy and Procedures, and it was agreed to circulate to all standing committees to obtain feedback, as to whether further items need to be included or amended. Cllr AH referred to other policies that cover procurement such as Standing Orders, Financial Regulations and Government Procurement policy. This Procurement policy has been considered by the Finance Committee, who do not deem it necessary, as it is already covered by other policies that are already in place. Recommendation: Not to adopt A discussion took place about this policy, as it is already covered through Standing Orders, Financial Regulations and is not necessary. We just need to comply with Value for Money, Fairness & Transparency and Council Constitution. Resolution: It was agreed not to adopt this procurement policy.	EC
20260209/ 12	Constitution Policy Recommendation: To adopt the above policy	

	The only change on this document is the year. Members advised that this is not a policy and should just read Constitution. Cllr MH advised on a few changes; Point number 3 insert up to between the words of and fifteen. Point 5 insert Full at the beginning. Point 6 to change to point 7 and have a new point 6 about Full Council setting up standing committees and point 7 the word committees to change to working party Point 10 change Parish to Executive. Resolution: This will be amended and brought back to the Full Council.	EC
20260209/13	Associate Member Policy Recommendation: To adopt the above policy Bullet points to be numbers .4th bullet point – insert Part 1 between the words all and Agendas. Delete the second line. 3rd bullet point from bottom can be removed totally incorrect but 6th bullet point delete from discussions Resolution: This policy will be amended and brought back to Full Council.	EC
20260209/14	Publication of Expenditure over £100 A communication from BALC saying we must comply with the publication scheme that all councils, above £25001 income, must publish all expenditure over £100. Currently, we publish all expenditure over £500 on our Council agenda and minutes. This is part of the Data Protection Act and is law. Our Finance Clerk updated the Finance meeting that the payments to approve list is showing everything over £0. Currently, everything over £500 is printed on the Council agenda with a separate attachment advising the payments to approve. This was discussed and agreed by the Finance Committee on 23 January 2026. Recommendation: To agree a separate item on the agenda referring to 'Payments to Approve'. If a revised list is prepared it will be referred to ver.2 for approval. Cllr SW explained that we need to comply with this publication scheme. All payments will be listed on the payments list, and if there is a revised list it will	

	be listed as version 2. The expenditure box listed on agenda 19 will no longer need to be completed, which refers to expenditure over £500. Resolution: This was agreed by members to comply with the publication scheme, as stated above and these will be shown on the payments to approve listing.	EC
20260209/ 15	Information Commissioner's Office The Information Commissioner's Office (ICO) expects parish councils to adopt the model publication scheme. A template was forwarded with the agenda papers, regarding the information we need to complete and how this information can be accessed. DPC are in breach of the Freedom of Information Act 2000 (FOIA) if we have not adopted the model scheme or are not publishing in accordance with it. Schedule of charges – Photocopying B/W 0.10p Colour 0.50p Postage 0.87p up to 100g (2nd Class) Large letter £1.55 up to 100g and Large letter 101g to 250g £2.00. Statutory Fee The amount that you may charge depends on if the cost of complying with the request has exceeded the appropriate limit. The appropriate limit is established under section 12 of FOIA and is calculated in accordance with The Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004 SI No. 3244 (known as the Fees Regulations). The cost under the legislation is £25 per person per hour (up to a maximum limit of £450, if below this amount the public authority must deal with the FOI request) This policy has already been discussed and agreed by the Finance Committee on 23 January 2026. Recommendation: To adopt the model publication scheme, and to publish the information required by the ICO to comply with FOIA. The schedule of charges will need to be reviewed, as and when Royal Mail adjusts their pricing structure. The Clerk introduced this item to explain the background and to advise anyone where they can find the information. In most cases, it will be available on the website. Resolution: It was agreed to adopt this policy and the charges listed above. It will need to be amended if Royal Mail increases their postal charges.	EC
20260209/ 16	Denham Neighbourhood Plan A meeting of the steering group is to be arranged. Cllr AWH referred to an earlier conversation tonight with Cllr MB that we may not be pleased with Bucks officer's proposals covering the Green Belt Review. Once we have our steering committee meeting to review sites there will be a need to arrange a public meeting to discuss the Bucks Local Plan.	

	The public meeting should include our planning consultants Plan-ET and our Unitary Councillors.																					
20260209/17	Cricketfield Bungalow New Oil Tank being installed 16/17 February 2026.																					
20260209/18	Martinsfield Meeting at MB 17 February 2026 – Cllrs SW and MH																					
20260209/19	Financial Matters and Reports 1. Flagstone Update – Cllr AH gave an update on the current finances 2. Financial Actual v Budget Report was attached to the agenda papers. 3. Finance Correspondence List 4. Revised Payments List January/February = £9.065.12 – This was agreed by the members <table><tr><th colspan="2">Expenditure over £500 + VAT for January/February 2026 (To Note)</th></tr><tr><td>Dr Tech – Monthly IT Charges - January</td><td>£665.35</td></tr><tr><td>Turfcare – MB Grass & Marking – January</td><td>£816.37</td></tr><tr><td>R Watts – Trees James Martin Close</td><td>£1,644.00</td></tr><tr><td>Glasdon – Bench – Cllr W Davey</td><td>£915.00</td></tr><tr><td>SparkX – Additional Street Lights</td><td>£2,010.82</td></tr><tr><td>Breakthrough Comms (PAID) Data Protection Toolkit</td><td>£834.00</td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td>Total</td><td>£6,885.54</td></tr></table>	Expenditure over £500 + VAT for January/February 2026 (To Note)		Dr Tech – Monthly IT Charges - January	£665.35	Turfcare – MB Grass & Marking – January	£816.37	R Watts – Trees James Martin Close	£1,644.00	Glasdon – Bench – Cllr W Davey	£915.00	SparkX – Additional Street Lights	£2,010.82	Breakthrough Comms (PAID) Data Protection Toolkit	£834.00					Total	£6,885.54	
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20260209/20	Date of Next Meeting 9 March 2026 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: 10 February 2026

Upcoming Meetings and Events:

Time	Day	Date	Meeting
6.30pm	Wednesday	11 February 2026	Biodiversity Meeting, DPC Offices
7pm	Tuesday	17 February 2026	Communities & Events Meeting, DPC Offices
10am	Friday	20 February 2026	Finance Meeting, DPC Offices

7.30pm	Monday	2 March 2026	Services Meeting, DPC Offices
7pm	Tuesday	3 March 2026	Planning Meeting, DPC Offices
11am to 2pm	Friday	6 March 2026	Memory Café, Denham Green
3pm to 5pm	Sunday	8 March 2026	Afternoon Social & Bingo, New Denham Community Centre
7.30pm	Monday	9 March 2026	Full Council Meeting, Denham Grove Hotel

Chair _____

Dated _____

Amendments to minutes dated	
Agenda No	Title