

Minutes of the COMMUNITIES & EVENTS COMMITTEE on Tuesday 21 April 2026 at 7.00 pm at the Parish Council Office, Rear of Memorial Hall, Village Road, Denham UB9 5BN.

Councillors:	Cllr B Keen (BK) - Chair	## Cllr M Goonesekera (MG)
	Cllr S Williams (SW)	Cllr N Abadijan (NA)
	# Cllr G Hollis (GH)	# Cllr J Griffiths Heath (JGH)
	Cllr M Heath (MH)	
Clerk:	Jay Mitchener	# Apologies Given ## Apologies Not Given

The meeting was voice-recorded

[illegible]

	Music on the Green dates - 3rd Sunday in the month, 3 pm to 5 pm, Dates for 2026 17 May 19 July 20 September 21 Jun 16 Aug Action: Request the names of the bands playing and the dates for the next meeting. Action: Add bunting to the gazebos for all these events.	DC/FC DC
20260421/ 07	Annual Parish Meeting – Thursday 7 May – Denham Memorial Hall – 6 pm to 7 pm Informed the Cllrs that several organisations have been invited to attend and are awaiting their responses. All Cllrs agreed to the quote for the two large Call for site maps that will be used at the meeting. Action: Email all the Committee Chairs to do an A4 fact report for their committee for the last year. All Cllrs agreed to this designed banner and the quote. Action: Put up the 3 banners to advertise this event in the three areas on Monday, 27 April 2026. It was discussed that the DPC logo on the banner needs to be put on the left-hand side, and a request was made for a draft copy for the next meeting. Action: Request for another banner image with the DPC logo on the right-hand side. Make the information printed smaller at the bottom, and if this can be made before this event.	DC DC DC
20260421/ 08	Beating of the Bounds - Sunday 10 May 2026 All Cllrs agreed to the suggested walk, to start at Denham Country Park's Colne Valley Park visitors centre, with a walk to the boundary at Denham Lock and further north, also including Denham Lock Wood and some of the newly refurbished paths in Denham Country Park. This is an adaptation of the walks that were last completed in 2012 and 2017. It was discussed to provide refreshments at the end of the walk. Normal practice is at the end of the walk, Cllr waits to greet the walkers and hands out refreshments. Action: Cllrs to support this event. Action: Request the organiser if refreshments can be provided at the end of the walk – a discussion can be made on what refreshments can be provided from DPC. Action: Request a poster for this event.	BK/SW DC BK/FC
20260421/ 09	Denham Village Fayre – Monday 25 May 2026 8 am-4 pm Cllrs discussed whether the DPC stall needed to be open throughout the event and suggested instead having a visible presence from 10 am to 1 pm or 10 am to 2 pm. Action: To be discussed at full Council meeting. Action: Email Cllrs for time slots for support on the day. For this event, use the biscuits from MC and replace them for the next event. Action: Order 3 crates of bottled water and small packets of biscuits. Action: Handman to set on the morning. Action: Cllr to support 10 am - 12	EC DC FC DC NA

20260421/ 10	DPC Summer Festival – 6 September 2026 Working party – SW, MH & NA The event spreadsheet hardcopy was given to the Cllr. Note: Fireworks – Denham aerodrome - To be contacted nearer the time Action: Email Cllrs for support on the day.	DC
20260421/ 11	Video presentation for Denham – Working party SW, AH & NA In the working process. Action: Email Cllrs if they have any photographs they could submit.	DC
20260421/ 12	Website Informed the Cllrs that all the Policy & procedures agenda and minutes have now been added to the website. Action: EC to chase up with Vision ICT	EC
20260421/ 13	Items for events. • Exhibition boards (Hired) All Cllrs agreed to the quote for the two hired exhibition boards to be used for the DPC Annual parish meeting. This cost also includes installation and removal on the day. It was mentioned that one of the boards could be hired for the Denham Village Fayre, placed in front of the Denham Village garage. • Event banners – Cllrs discussed in No: 07 • New Denham Parish Flag. Showed the Cllrs the draft image for the new DPC flag. All Cllrs agreed to the quote but not the image. It was noted that double-sided flags are very heavy and do not fly as well as a single-sided flag. All Cllrs agreed to try the flag out for two months and see how it looks and flies before DPC orders one for Higher Denham. Action: Ask if the flag is the standard size flag. Action: Discuss colour for the images at the bottom of the flag at the next meeting.	DC DC
20260421/ 14	Health & Safety – Food Hygiene Informed the Cllrs that the food hygiene guidance has been laminated and placed in the event boxes, ensuring it is readily available for them to review when needed.	
20260421/ 15	Finance Actual vs Budget Action: Cleaning of the War Memorial will need to be removed as it falls under the Services committee. The budgets were reviewed – A question was raised about defibrillator maintenance, as no money had been spent. It was confirmed that all of them had been checked, and two require their pads to be renewed. An order for new pads has been placed and is waiting for delivery.	FC FC

20260421/ 16	Future Agenda Items. • Poppies & Silent soldiers installation - October 2026 • Cleaning of War Memorial/Remembrance Sunday – 2026 • Christmas Fair – Proposed Sunday 29 November 2026 – TBC possible venue New Denham Community Centre • Christmas Tree - install 26/27 Nov 2026 • Tower quote for the Christmas tree. } These two items will be • Cherry picker quote for Christmas tree. } checked nearer the time • Dressing of the Christmas tree – 2026 • Small choir/quartet concert to be held in Denham Memorial Hall in 2026. • DPC Christmas calendar – 2026 • Christmas lights refresh 2026 – Discuss in May meeting. • Christmas lights 2026 – Switch on 1 Dec 2026, Switch off 6 Jan 2027 • Carols on the Green – 4 December 2026 • Men in Sheds – This is still an objective to have something in place for the future.	
20260421/ 17	Date of Next Meeting Tuesday 19 May 2026 at 7 pm Denham Parish Offices, Village Road, Denham UB9 5BN	

Jay Mitchener – Deputy Clerk

Wednesday, 13 May 2026

Committee Members			
Cllr B Keen Chairman	Cllr S. Williams	Cllr N Abadjian	
Vice Chair - Vacant	Cllr M Goonesekera	Cllr J Griffiths Heath	
Cllr M Heath	Cllr G Hollis		

Chairman _____

Date _____

Amendments to minutes dated	
Agenda No	Title