

You are SUMMONED to attend the MEETING OF THE PARISH COUNCIL on Monday 8 June 2026 at 7:30pm at Denham Grove Hotel, Studio 10, Conference Wing, Tilehouse Lane, Denham UB9 5DG.

**** Please bring your diaries to the meeting ****

The Press and Public are entitled to attend the meeting, please email clerk@denhambucks-pc.gov.uk if you wish to address the Council in the Public Session. However, the Council may pass a resolution excluding them at any time or at any stage of the proceedings on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and the nature of the interest.

Meeting Etiquette:

- Grammatical correction of minutes to be sent to the Clerk ahead of the Full Council Meeting
- Agenda items to be sent to the Clerk a week ahead of the Full Council Meeting accompanied by background information.
- Members raise their hands to speak and wait until Chair calls them to speak.
- Members to observe the Code of Conduct and Communication Charter in being polite and respectful.
- Principles of public life – **Selflessness, integrity, objectivity, accountability, openness, honesty, leadership**

Agenda No	Agenda
20260608/01	Welcome and Apologies for Absence
20260608/02	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.
20260608/03	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).
20260608/04	Approval of Minutes • Minutes of the Planning Meeting dated 6 May 2026 • Minutes of the Annual Parish Meeting dated 7 May 2026 • Minutes of the Full Council Meeting dated 11 May 2026 • Minutes of the Finance Meeting dated 15 May 2026 • Minutes of the Communities and Events Meeting dated 19 May 2026 • Minutes of the Services Meeting dated 01 June 2026
20260608/05	Reports from Outside Bodies
20260608/06	Chairman's Report
20260608/07	Report from Unitary Councillors
20260608/08	Executive Clerk's Report Nothing to report

20260608/ 09	Internal Auditors Report Refer to the report attached prepared by Bridget Knight based on the examination that took place on Friday 29 May 2026) Recommendations: To agree to the report findings, publish the report, and forward to our External Auditor PK-F Littlejohn LLP.
20260608/ 10	External Auditor Ratification Recommendation: This Council confirms the appointment of our External Auditors PK-F Littlejohn LLP, 15 Westferry Circus, London E14 4HD
20260608/ 11	AGAR Report for Approval The annual governance and accountability return for 2025/2026. Sections 1 and 2 must be completed and approved by the authority. Recommendation: Section 1 and Section 2 must be approved by the authority. (This must be taken in order and voted on separately). Recommendation: This Council agrees to the attached Annual Governance and Accountability Return for 2024/2025 being signed by the Chair and Clerk and for the associated papers to be sent to our external auditor PKF Littlejohn.
20260608/ 12	Papers to be submitted to External Auditor The Clerk will be sending following paperwork: AGAR is sent to the External Auditor (incl signed IA report section) Internal Auditor's Report Explanation of variances Bank Reconciliation proforma Bank Account Reconciliations Summary Reconciliation between Box 7 and Box 8 proforma Reconciliation between Box 7 and Box 8 in Section 2 Contact Details
20260608/ 13	Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return Publication of the Public Rights notice will commence Tuesday 9 June 2026. The public right to inspect accounting records for the financial year will commence Wednesday 10 June through to Tuesday 21 July 2026. This notice will be published on Noticeboards and the parish website.

20260608/ 14	Electrical and IT work required for the office The fibre broadband cabling is still required to be connected as part of the telephone/broadband upgrade with Crystal Clear Telecom. The BT broadband connection will eventually stop. Dr Tech our IT provider needs to fit a separate box in the back room for our stand-alone server in the office and to re-cable the office with new connection points should the office layout need to be reconfigured. Details are attached for consideration by Council. Dr Tech has also considered adding two CCTV cameras. The Clerk has checked that the main project (Option 1) and discussed with Dr Tech. They did advise that an extra Wi-Fi connection could be provided to DVMH for their use to give them coverage will not interfere with DPC's private network. Dr Tech has also provided a CCTV option (Option 2) if required. Council members to review and discuss the two options being considered in the attached paperwork from Dr Tech. Recommendation: The Clerk recommends Option 1 without CCTV, as the building is not owned by DPC.
20260608/ 15	Convene Training Convene is an app that allows you to receive Agenda & Minutes through a similar SharePoint type of system. This functionality allows you make annotations in the document that has been sent through to you and to decide whether you want to make them private or public. In private mode, this enables you to make notes on the papers circulated to use at the meeting as an aide-memoir. The annotations made will only be seen by you when viewing the document. In public mode, this means that any annotations made will be seen by other members of the Council. Training will be provided by Teams or Zoom to individual Councillors or as part of a group. They said that we could do the training first, as part of a trial. Therefore, I attach a fresh quotation, which is valid for 2 months from 2 June 2026. Recommendation: To agree a date for Zoom/Teams Convene training and to confirm that we agree to standard version without the need for additional optional items.
20260608/ 16	Neighbourhood Plan Nothing to report

20260608/ 17	Cricketfield Bungalow (To Note) The current issues have been reported through the Services committee on Monday 1 June, as a part 2 item. Please refer to the minutes from Services committee for further information.
20260608/ 18	Martinsfield Income and Expenditure Report
20260608/ 19	Colne Valley Regional Park
20260608/ 20	Financial Matters and Reports 1. Flagstone Update 2. Financial Budget Comparison Report 3. Finance Correspondence List
20260608/ 21	Payments List Publication of expenditure above £100. This is all listed on the payments list circulated with this agenda. A revised payments list will be circulated covering any up-to-date transactions.
20260608/ 22	Date of Next Meeting 13 July 2026 at 7.30pm, at Denham Grove Hotel, Tilehouse Lane, Denham UB9 5DG

Signed: Derek Wilson – Executive Clerk and RFO

Date: 3 June 2026

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.

Upcoming Meetings and Events:

Time	Day	Date	Meeting
3pm to 5pm	Sunday	14 June 2026	Afternoon Social and Bingo / New Denham Community Centre
7pm	Tuesday	16 June 2026	Communities and Events, DPC Office
10am	Friday	19 June 2026	Finance Meeting, DPC Office
3pm to 5pm	Sunday	21 June 2026	Music on the Green, Denham Village
11am to 2pm	Friday	3 July 2026	Memory Café, St Marks Hall, Denham Green
7.30pm	Monday	6 July 2026	Services Meeting, DPC Offices
7pm	Tuesday	7 July 2026	Planning Meeting, DPC Offices

Chairman _____

Date _____