

Minutes of the **SERVICES COMMITTEE** on Monday, 6 July 2026, at 7.30 pm at the Parish Council Office, Village Road, Denham UB9 5BN.

Councillors:	Cllr M Heath - Chairman (MH)	## Cllr M Goonesekera (MG)
	Cllr E Austin - Vice-Chair (EA)	## Cllr G Hollis (GH)
	Cllr S Williams (SW)	
	Cllr N Abadjian (NA)	
Public:	Yes	# = Apologies Received
Clerk:	Jay Mitchener (DC)	## = Apologies Not Received

The meeting was voice-recorded

Agenda No	Minutes	Actions
	Public recording of the meeting agreed by all Cllrs	
20260601/01	Welcome & Acceptance of Apologies for Absence None	
20260601/02	Declaration of Interests No declaration of interests recorded.	
20260601/03	Public Session Visitor attended this meeting.	
20260601/04	Minutes of the last meeting – Discussed at Full Council on 8 June 2026, and all Cllrs agreed.	
20260601/05	Highways. 20210406/10 – A412 Footpath - Remaining funds will be Investigated. Action: Request the quote for the construction works from BBLP Action: Request the survey for the design and survey works for the additional flood mitigation on the A412 footpath – the quote was £7,713.80. Get clarification – who is being billed for the survey & design cost. New noticeboard- Highlight River Misbourne (placed on the bridge by the A412) Cllrs viewed the draft art images. All Cllrs agreed to have the same colour specs as the interpretation notice board, which is situated on the Village Green. All Cllrs agreed to the quote submitted. Action: Request information on wildlife and fauna around the Misbourne River from PG. Action: Request draft art images of a river, examples of birds, fauna and nocturnal animals seen on the Misbourne River in all seasons on A412. Add Denham Place Garden, mentioning Capability Brown. Action: Request QR code sticker to be added to the notice board. Damaged Streetlight on A412 – Denham Place. New streetlight No 14 installed. Task completed. A new litter bin to be added on Oxford Road. New litter bin installed by the bus stop. Task completed Speed indicating device. DPC have 3 areas with an MVAS pole – Nightingale Way, Cheapside Lane & Tilehouse Way. All Cllrs agreed to move the MVAS from Cheapside Lane. Action: Move MVAS to Nightingale Way – 6 weeks Action: Add to calendar – reminder to move the MVAS in 6 weeks.	DC DC DC/PG DC DC EC DC

20260601/ 06	Martinsfield • Renovation work on the field update. – 5 May – 25 May 2026 Task completed. • Floodlights funding-3G pitches funding-Padel game / MUGA/White lining car park. Spreadsheet provided with quotes received from several contractors, waiting on outcome from arranged meeting with Cllrs with contractor. Then discuss costs. Action: Add to SharePoint.	DC
20260601/ 07	Devolved Services. • Grass cuts – Fourth cut of the year 13.07.26	
20260601/ 08	Denham Village • Traffic on A412/A40 – Speed and Volume through Denham Village. To Note Waiting for update from BC Highways department. • Willow tree – Denham Village by the river Misbourne. Informed the resident what the plans are for the Willow tree. Currently waiting for planning permission, as the tree is in a conservation area. The Ash tree – deadwood to be removed, no need to fell, no replacement required. Action: Check if the application is on the planning portal. Action: Check for a dead tree in that area. • Denham link footpath outside St Mary's Church. To Note. No action required, waiting for an update from the Transport Strategy Officer.	EC DC
20260601/ 09	Way & Tillard • Two replacement cameras are required due to ASB. A Cllr advised the committee that the 2 replacement cameras were added to the Cricket Pavilion soffit but will add another 2 replacement cameras to the top of the green metal fence that surrounds the outdoor gym area. These cameras will be mounted on junction boxes to make them more sturdy. Action: Send images of the junction boxes and better metal cameras. Action: Ask the Cricket Club if the broken windows and the damaged original CCTV cameras have been reported to the Police and what they will do to fix this. Action: Send a letter to the Cricket Club that 2 CCTV cameras have been added to the property.	NA/DC DC DC
20260601/ 10	Willowbank Residents Association request. • To place two CCTV cameras on streetlights – Streetlight 114 Willow Crescent/Lime Walk and Streetlight 106 Willow Avenue/Hawthorn Drive Junction. Received the stress test report, confirmed that Streetlight No 114 was unstable and needs to be replaced with a new one. All Cllrs agreed to the quote for a new streetlight. Action: Request contractor to complete the task.	DC

	Action: Inform the Resident Association Chair once the new streetlight has been installed, they can arrange their contractor to add their CCTV cameras.	DC
20260601/ 11	Local biodiversity working plan. • Biodiversity Working Group 25 February 2026 Update - Biodiversity strategy plan. Site survey is booked for 23 July 2026 - Skylark Copse, Tatling End, play areas, James Martin Close and the Higher Denham footpath. Survey will be sent once completed. • Biodiversity minutes from 25 Feb 2026 Action: Request Land Registry to confirm who owns the land behind Denham Place (wooded area) and the Pyghtle. Action: Send email to Cllrs with date for next meeting. • Big Butterfly count event supported by Colne Valley. A request from Colne Valley to host this event on the Village Green. It was discussed that there aren't any suitable plants on the Village Green to attract butterflies, the Pyghtle and the Railway field is a better option. All Cllrs agreed. Action: Inform Colne Valley that the Railway Field and the Pyghtle would be a better option.	EC EA DC
20260601/ 12	Denham Warden actions/equipment. All cllrs agreed to use the same manufacturers' equipment we currently have. Action: Cllr to send information/image of a sturdy battery-operated strimmer. Action: Place the order for a suitable strimmer.	NA/DC DC/EC
20260601/ 13	Maintenance work Received the Rospa report, a site visit was conducted with our handyman to fix some issues reported at Way & Tillard and Knighton Way Lane play area. Handyman worked in these areas to complete the tasks. The other play areas will be visited in the next few weeks to do the same.	
20260601/ 14	Salt Bin for Higher Denham Task completed.	
20260601/ 15	Allotments • Allotment report – No report provided. • Allotment judging 2026 – All Cllrs agreed Judging completed by 2 Cllrs, winner was plot 71, highly commended were plot 49 & plot 31 - commended were plot 79, plot 62 & plot 22. Prizes will be vouchers – Winner £50.00, highly commended £25.00 each, and certificates for the others. Due to all his hard work, DPC will give a voucher of £40 and a certificate to a helper. Action: Organise certificates for the winners. Action: Get the vouchers. Action: Date to be confirmed for prize giving – Sept 2026	EC/PE/SL SW MH/SW

	• Asbestos removal. Cllr volunteered their time to remove the asbestos, bag it up and dispose of it properly. All Cllrs agreed. Action: Send details of the special bags required. Action: Place the order for the bags. Action: Cllr to remove the asbestos. • Signage for the Allotments white entrance fences. Task completed.	NA DC NA
20260601/ 16	Tatling End – Skylark Copse • Registered the new name Skylark Copse.- Pending confirmation from Land Registry – To Note • Land encroachment. To contact the contractor previously used for another project. All Cllrs agreed Action: Request quote.	DC/EC
20260601/ 17	Community Board – Libraries To Note Waiting for delivery.	
20260601/ 18	Tilehouse Lane South – 30 mph signage. Task completed.	
20260601/ 19	Play areas, open spaces & Martinsfield. • Site survey by all cllrs on Monday 24 August 2026 – 5.30 pm. Meet at the Parish Office. Action: Email all Cllrs on preferred date, find their availability. Action: Book a minibus once date agreed by all. • ROSPA report for play areas - Received Report received, only a few issues reported, nothing alarming. Site visit completed with handyman at KWL & W&T to fix issues he can, and a site visit completed with contractor to give quotes for removal of equipment or renewal. Action: Chased quotes, waiting for update. Action: Get quotes for new fencing at W&T. Action: Add Rospa report to Share drive for Cllrs	DC DC DC DC DC
20260601/ 20	Parking issues on the crossing outside Denham Green E-ACT School. Information sent to BC unitary Cllrs, PCSO and to the Head teacher of the E-ACT school. No further action required from DPC.	
20260601/ 21	Services Finance • Budget Headings • Budget Comparison Report (consisting of services, allotments & Martin Baker)	
20260601/ 22	Future Agenda Items • War Memorial cleaning – 8 Nov 2026. • By-laws & PSPO	

	• Metal design memorial war bench – Cllrs will consider this for another time. • Pollarding of Way & Tillard - lime trees - Jan 2028.	
20260601/23	Next Meeting: Monday, 7 September 2026 , Parish Office, 7.30 pm.	

Signed: Jay Mitchener – Deputy Clerk

Date: 8 July 2026

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

Chairman _____

Dated _____

Amendments to minutes dated	
Agenda No	Title