

**Minutes of the SERVICES COMMITTEE meeting
 Held on Monday 11 January 2021 at 7.30pm via Zoom video conferencing**

Councillors:	Cllr M Heath (MH) - Chairman	Cllr S Williams (SW) – Vice-Chairman
	Cllr J Walsh (JW)	Cllr M Skelton (MS)
	# Cllr S Bhinder-Dhonsi (SBD)	Cllr S Sproul (SS)
	Cllr W Davey (WD)	Cllr M E Hagon (MEH)
Clerk:	Jagjit Brar (Clerk)	# = Apologies Received

Agenda No: 210111	Agenda Item	Action
01	Welcome & Acceptance of Apologies for Absence See above	
02	Declaration of Interests Cllr JW and Cllr EA declared an interest in item 210111/05 as residents in Higher Denham	
03	Public Session None	
04	<p>Outstanding Agenda Items:</p> <p><u>200907/02 (Sept)</u> Directional Signs for Way and Tillard and Knighton Way Lane 4 x Brown Directional Signs and installation for £416 + VAT from First Class Signs – APPROVED and AGREED</p> <ul style="list-style-type: none"> • Signs for <u>Way and Tillard</u> to read Outdoor Gym with picture <ol style="list-style-type: none"> 1. Cheapside Lane 2. Old Mill Road It was AGREED to add a fifth sign for Denham Way • Signs for <u>Knighton Way Lane</u> will read play area and outdoor gym with appropriate pictures <ol style="list-style-type: none"> 3. Oxford Road (from Uxbridge) 4. Oxford Road (from Denham roundabout) <p><u>201005/09 (Oct)</u> Outdoor Gym at Tatling End Installation of new Outdoor Gym with six pieces for £17,461.15 + VAT from Proludic – AGREED, Clerk to progress</p> <ul style="list-style-type: none"> • It was agreed to use Proludic for the third time to keep the equipment consistent around the Parish and so that users have access to the same mobile app for each site <p><u>201102/07 (Nov)</u> Noticeboards Final costs for 4 x noticeboards including headers and name painting for £7,669.84 + VAT from Green Barnes – AGREED</p> <ul style="list-style-type: none"> • ACTION - Clerk to progress • ACTION – Clerk to obtain installation costs from John O'Connor and check whether fifth noticeboard without legs was ordered for the Village Green Garage and needs planning permission 	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p>

	<p>It was AGREED that the noticeboards would have Arial Font with white paint to be installed in Tatling End, Higher Denham, Denham Green and Willowbank</p> <p><u>201207/09 (Dec)</u> Bench Plaques Two options were presented: 1. Earth Anchors – Total £170 +VAT plus fitting 2. First Class Signs – Total £169.00 +VAT including fitting</p> <p>It was AGREED to proceed with local company First Class Signs</p> <ul style="list-style-type: none"> • ACTION – Clerk to progress <p><u>201102/06</u> Woodland Trust Trees The Clerk updated that the trees received are very small and that they should be planted without delay and ceremony given their size.</p> <ul style="list-style-type: none"> • ACTION – Clerk to source tree protectors, supportive stakes and tie laminated signs on the trees notifying the public to protect them • It was AGREED that the handyman would proceed to plant them with stakes once protectors are sourced, • ACTION - Clerk to progress <p><u>201102/08</u> Village Green Railings Update Clerk advised that images of the sustainable materials that could be used were circulated to the committee and they can be painted white with marine paint which will endure long term durability.</p> <ul style="list-style-type: none"> • ACTION – Clerk to request samples to look at the final quality of the painted fence and clarify that damaged cement posts will be repaired or renewed where necessary <p><u>201005/14</u> Denham Litter Campaign Clerk updated that the dog fouling posters have arrived</p> <ul style="list-style-type: none"> • ACTION Clerk to chase remaining 50 litter posters • ACTION – Cllrs to identify locations in their areas as to where the posters can be put up and make the most impact • ACTION – Clerk to request handyman investigate if litter bin outside Village Hall can be put back together • ACTION – All Cllrs to email preferred locations • ACTION – Clerk to order litter hoops 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>All Cllrs</p> <p>Clerk All Cllrs Clerk</p>
05	<p>Approval of Higher Denham CCTV Proposal from Higher Denham Community Interest Company was reviewed and the request to use DPC lamp posts was AGREED.</p> <ul style="list-style-type: none"> • ACTION – Clerk to write to Higher Denham CIO and SSE to advise of the approval 	<p>Clerk</p>

06	MVAS Post for Cheapside Ln Quote for new post from Earth Anchors for £68.00 – AGREED <ul style="list-style-type: none"> • ACTION – Clerk to request installation cost from John O'Connor and order posts. • ACTION – Cllr SW to visit resident at 'Laneside' to advise of installation and reinforce there will be no light pollution • ACTION – Clerk to follow up with letter 	Clerk Cllr SW Clerk
07	Tree Works Quotes from Artemis for a total of £2,300 + VAT - AGREED <ul style="list-style-type: none"> • ACTION – Clerk to proceed 	Clerk
08	2021 Winter Maintenance Following discussion it was agreed that the following winter works are still required, ACTION – Clerk to arrange <ul style="list-style-type: none"> • Hedge Flailing: <ul style="list-style-type: none"> ▪ Old Mill Road ▪ Denham Allotments ▪ Higher Denham Footpath ▪ Bridleway in Tatling End opposite the shops to Capswood • Siding/Edging out of Footpaths: <ul style="list-style-type: none"> ▪ Old Mill Road (requires pavement sweeping) ▪ Oxford Rd (Bridge to McDonalds) ▪ Ashmead Lane ▪ Oxford Road (opposite KFC) ▪ A412 from bus stop to traffic lights ▪ A40 (Traffic Lights A412 to Red Hill) ▪ Village Green (alongside Denham Place wall including pavement sweeping) 	Clerk
09	Items temporarily put on hold pending Deputy Clerk recruitment <ol style="list-style-type: none"> 1. Tarmacking of Way & Tillard 2. Boundary Gates 3. Bungalow window quotes 4. Streetlight Audit – ACTION - Cllr MH following up with SSE for quote 5. A412 Footpath flooding quotes ACTION – Cllr SW volunteered to progress 6. Higher Denham Footpath lighting quote ACTION – Cllr EA volunteered to progress 7. Higher Denham Footpath surface quotes ACTION – Cllr JW volunteered to progress 	Cllr MH Cllr SW Cllr EA Cllr JW
10	Allotment Update <ul style="list-style-type: none"> • ACTION - Tree maintenance quote to be obtained from Artemis for plot 60/61 	Clerk/DAU

11	Martin Baker Update Cllr MH updated that the lease has been returned from Martin Baker <ul style="list-style-type: none"> • ACTION – Clerk to review the lease this week • ACTION - Clerk to arrange Working Party Meeting to agree and look at next steps 	Clerk Clerk
12	Financial Services Reports AGREED	
13	Any Other Business - For Discussion <ul style="list-style-type: none"> • ACTION - Cllr MH requested the following items are updated at the next meeting: <ul style="list-style-type: none"> ▪ Meeting with Roots – Grass Verges ▪ TfB updates and capital projects including Willowbank ▪ Double yellow lines on Old Mill Road ▪ Signage for wildflower verges ▪ Signage on verge in Tatling End to be taken down – Cllr WD to give contact details for Londis 	Clerk Cllr WD
14	Correspondence Noted	
15	Date of Next Meeting – Monday 1 March 2021 at 7.30pm Cllr MH to be kept updated of progress, Councillors to contact Clerk and Chair for any urgent items meeting required on Monday 1 st February 2021 at 7pm if required	All Cllrs

Jagjit Brar
11 January 2021
Meeting Closed at 21.02