

**Minutes of the MEETING OF THE PARISH COUNCIL on Monday 12 April 2021 at 7.30pm via Zoom video conferencing**

<b>Councillors:</b>	Cllr J Walsh (JW) - Chairman	Cllr A Hans (AH) – Vice-Chairman
	Cllr Edna Austin (EA)	Cllr S Bhinder-Dhonsi (SBD)
	# Cllr S Williams (SW)	Cllr M Skelton (MS)
	Cllr M Heath (MH)	Cllr S Sproul (SS)
	Cllr W Davey (WD)	# Cllr G Hollis (GH) (Parish & Unitary Cllr)
	Cllr Alan Head (AWH)	Cllr S Jefferys (SJ)
	Cllr M E Hagon (MEH)	# = <b>Apologies Received</b>
<b>Clerks:</b>	Jagjit Brar (JB)	Colin Needs (CN)

Agenda No	Agenda Item	Action
20210412/01	<b>Welcome &amp; Acceptance of Apologies for Absence</b> See Above  <u>The Council observed a minute's silence in memory of HRH The Duke of Edinburgh</u>	
20210412/02	<b>Declaration of Interests</b> None	
20210412/03	<b>Public Session – 15 minutes</b> None	
20210412/04	<b>Approval of Minutes &amp; Committee Feedback</b> <ol style="list-style-type: none"> <li>1. Parish Council 8 March 2021 - Part I and II Proposed by Cllr JW, seconded by Cllr MEH - <b><u>AGREED</u></b></li> <li>2. Denham Community Charity Meeting 10 March 2021 Proposed by AH, seconded by Cllr JW - <b><u>AGREED</u></b></li> <li>3. Planning Committee 16 March 2021 Proposed by Cllr SJ, seconded by Cllr MEH - <b><u>AGREED</u></b></li> <li>4. Communities Committee 17 March 2021 Proposed by Cllr MEH, seconded by Cllr AH - <b><u>AGREED</u></b></li> <li>5. Finance Committee 26 March 2021 Proposed by Cllr AH, seconded by Cllr JW - <b><u>AGREED</u></b></li> <li>6. Services Committee 6 April 2021 Proposed by Cllr MH, seconded by Cllr JW – <b><u>AGREED</u></b></li> </ol>	
20210412/05	<b>Report from Unitary Councillors</b> Not invited due to Purdah <ul style="list-style-type: none"> <li>• Cllr GH sent through an update to all before the meeting</li> </ul>	
20210412/06	<b>Chairman's Report</b> <ol style="list-style-type: none"> <li>1. <b>Summary of the Year</b> – See attached               <ul style="list-style-type: none"> <li>- This was a year like no other!</li> <li>- Cllr JW paid tribute to the great efforts of all Councillors and staff have ensured that business has continued well done everyone</li> <li>- Cllr MEH thanked the chairman for leading us through this difficult year</li> </ul> </li> <li>2. <b>Devolved Assets</b> - Scout Hut               <ul style="list-style-type: none"> <li>- The Unitary are still keen to pass the asset over however there has been little progress.</li> <li>- The site has now been secured however we are still awaiting vegetation clearance to allow a full survey of the site.</li> <li>- Discussions with the Youth Service have identified volunteer apprentices that may be able to help with refurbishment</li> </ul> </li> </ol>	

	<b>3. Remote Meetings</b> Clerk advised that despite concerns raised both regionally and nationally the government legislation to allow remote meetings will end on the 7 <sup>th</sup> May 2021 therefore we have to make arrangements to meet face to face in a venue that will allow distancing and ventilation. <b>ACTION</b> - Clerk to book venue for Full Council meetings	<b>Clerk</b>
20210412/07	<b>PART II – members only</b>	
20210412/08	<b>Bridges Procedure – Covid 19</b> <ul style="list-style-type: none"> <li>- Clerk advised that the website was updated at 7.15pm on Friday following the passing of HRH Duke of Edinburgh</li> <li>- Cllr JW proposed that we now prepare and pay for the website to update for operation Menai Bridge – <b>AGREED</b></li> <li>- Cllr SJ advised that a faster response on the website is required for operation London Bridge</li> <li>- <b>ACTION</b> – Clerk to draft a statement in preparation for London Bridge and forward for discussion at Communities Committee</li> <li>- Physical book of condolence will go round the settlements when possible</li> </ul> <u>Period of Mourning – Clear Days’ Notice</u> <ul style="list-style-type: none"> <li>- We have scheduled the Resources Committee and the Communities Committee however the period of mourning cannot be counted.</li> <li>- Communities Committee rescheduled for <u>Monday 26 April 2021 at 7.30pm</u></li> </ul>	<b>Clerk</b>  <b>Clerk</b>  <b>Clerk</b>
20210412/09	<b>Elections 6 May 2021</b> <ul style="list-style-type: none"> <li>- There will be an uncontested election in Denham Parish however the Unitary and Police Commissioners election will go ahead.</li> </ul>	
20210412/10	<b>Neighborhood Plan Examiner</b> <ul style="list-style-type: none"> <li>- Three examiners have been suggested and Neil Homer our Consultant has advised we choose Andrew Freeman as he has an understanding of Greenbelt matters</li> <li>- Cllr JW proposed we request Andrew Freeman, seconded by Cllr MH – <b>AGREED</b>. Clerk to progress</li> <li>- <b>ACTION</b> – Clerk to keep Cllr Warren White updated</li> </ul>	<b>Clerk</b> <b>Clerk</b>
20210412/11	<b>Introduction of Deputy Clerk – Colin Needs</b> <ul style="list-style-type: none"> <li>- Cllr JW welcomed CN to the Parish Council</li> <li>- CN introduced himself and his background and advised he is looking forward to working with the team and Councillors</li> </ul>	
20210412/12	<b>Updated Recruitment &amp; Selection Policy for Approval</b> <ul style="list-style-type: none"> <li>- Cllr SW advised of a correction to the policy</li> <li>- Cllr MEH proposed, seconded by Cllr SS – <b>AGREED</b></li> </ul>	<b>Clerk</b>
20210412/13	<b>Financial Matters and Reports</b> <ol style="list-style-type: none"> <li>1. To Note – Bank Balances of Barclays Current Account – <b>AGREED</b>            Cllr AH advised he is still investigating other banks and investments</li> <li>2. Budget report – <b>AGREED</b></li> <li>3. Payments to approve for April 2021 totalling <b>£16,123.62 - AGREED</b></li> </ol>	

<b>Payments over £500 April 2021</b>	
Handyman	<b>£1,000</b>
Buckinghamshire Council	<b>£5,027.65</b>
Clerk Expenses	<b>£706.06</b>
Denham Academy School	<b>£600</b>
D R Saunders Ltd	<b>£1,500</b>
Office Leave	<b>£953.89</b>
R O'Connor	<b>£777</b>
Artemis Tree Services	<b>£2,760</b>
John O'Connor	<b>£576</b>
British Legion – Soldier Silhouette	<b>£925.00</b>
<b>20210412/14</b>	<b>Correspondence</b> Contact the Clerk in advance of the meeting of any item you require a copy.
<b>20210412/15</b>	<b>Date of Next Meeting</b> To confirm the date of the next meeting is on <b>Monday 10 May 2021 starting at 7.30pm</b> with a Public Session.

**Upcoming Meetings and Events:**

Time	Day	Date	Meeting
7.00pm	Wednesday	14 April 2021	Resources Committee (to be re-scheduled)
7.30pm	Monday	26 April 2021	Communities Committee (rescheduled)
7.00	Tuesday	27 April 2021	Planning Committee
7.30pm	Tuesday	4 May 2021	Services
7.30pm	Monday	10 May 2021	Full Council

Signed: Jagjit Brar - Clerk

Date: 12 April 2021

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 PART II – MEMBERS ONLY**

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<b>Clerks:</b>	Jagjit Brar (JB)	Colin Needs (CN)

<b>Minute No</b>	<b>Agenda Item</b>
<b>20210412/07/01</b>	<b>Former Red Cross Centre – Project Phoenix</b> The Chairman gave an update on the project and a progress report was circulated to all Councillors
<b>20210412/07/02</b>	<b>Any Other Business</b> None

Jagjit Brar – Clerk & RFO  
 12 April 2021