

Minutes of the MEETING OF THE PARISH COUNCIL on Monday 13 June 2022 at 7.30pm at the Denham Grove Hotel, Tilehouse Lane, Denham, UB9 5DG

Councillors:	# Cllr S Williams (SW) - Chairman	Cllr S Jefferys (SJ) – Vice Chairman
	Cllr J Walsh (JW)	Cllr A Head (AWH)
	Cllr A Hans (AH)	Cllr S Sproul (SS)
	Cllr M Heath (MH)	# Cllr M Skelton (MS)
	# Cllr G Hollis (GH)	# Cllr E Austin (EA)
	Cllr ME Hagon (MEH)	Cllr W Davey (WD)
	Cllr P Bass (PB) – Unitary	
Clerk:	Jagjit Brar	Babs Keen – (member of public)

Agenda No	Agenda Item	Action
20220613/01	Welcome and Apologies for Absence Cllr SJ welcomed all present including a member of the public, Babs Keen.	
20220613/02	Declaration of Interests None	
20220613/03	Public Session None	
20220613/04	Approval of Minutes & Committee Feedback <ol style="list-style-type: none"> 1. Parish Council - 11 April 2022 Proposed by Cllr SJ, seconded by Cllr MH – ALL AGREED 2. Communities Committee - 19 April 2022 Proposed by Cllr MEH, seconded by Cllr WD – ALL AGREED 3. Annual Parish Meeting – 27 April 2022 Proposed by Cllr JW, seconded by Cllr SJ – ALL AGREED 4. Planning Committee 3 May 2022 Proposed by Cllr AWH, seconded by Cllr MH – ALL AGREED 5. Services Committee – 4 May 2022 Proposed by Cllr MEH, seconded by Cllr MH – ALL AGREED 6. Full Council – Annual Meeting of the Parish Council – 9 May 2022 Proposed by Cllr SJ, seconded by Cllr MEH – ALL AGREED <ul style="list-style-type: none"> – Cllr JW raised that Cllr MH was initially not a member of Planning, Cllr MH advised she is happy to step down if new members come forward. – Proposal: Cllr MH to be a full member of the Planning Committee – ALL AGREED 7. Communities Committee - 17 May 2022 Proposed by Cllr MEH, seconded by Cllr SS – ALL AGREED 8. Finance Committee – 23 May 2022 Proposed by Cllr AH, seconded by Cllr JW – ALL AGREED 9. Extraordinary Meeting of the Parish Council – 31 May 2022 Proposed by Cllr JW, seconded by Cllr AH – ALL AGREED 10. DRAFT Services Committee – 6 June 2022 Proposed by Cllr MH, seconded by Cllr SJ – ALL AGREED <ul style="list-style-type: none"> – Cllr MH advised of the changes since made by the Deputy Clerk. 11. DRAFT Planning Committee – 7 June 2022 Proposed by Cllr AWH, seconded by Cllr JW – ALL AGREED 	

<p>20220613/ 07</p>	<p>Former Red Cross Centre – Cllr JW</p> <ul style="list-style-type: none"> – Buckinghamshire Council withdrew their planning application for 9 houses on the site on 27 May 2022, which is a big step. – Cllr Chilver has passed progression of project to Officer John Reed. We have advised him that a proposed plan for 3 houses at the front is simply not feasible. He is now working with architects to get accurate drawings and will report back the next steps. – Cllr AH advised there is currently no need to carry out a financial review. – Cllr AWH proposed, seconded by Cllr MEH that Cllr SW reconvene a meeting of the Working Party, opening it up to all Councillors - ACTION – Cllr MEH advised that Cllr JW was tremendous in pushing this big project forward and all members of the working party worked very effectively, this approach with Bucks should now be driven forward by the new Chair. 	<p>Clerk</p>
<p>20220613/ 08</p>	<p>Martin Baker Sports Ground – Cllr MH</p> <ul style="list-style-type: none"> – Cllr JW advised the £10k contribution from Martin-Baker should now be requested with our ongoing costs for pitch maintenance and now benches. – Cllr MH advised to insure the site so that we can recover some of the costs – ACTION – Clerk to check date and request payment – Cllr JW advised two issues identified by Land Registry, one around ownership of a strip of the driveway and termination of a previous lease, we are awaiting a response from BP Collins. – Cllr AH suggested a meeting of the Working Group to be called by Cllr SW. – ACTION – Clerk to arrange with Cllr SW 	<p>Clerk Clerk</p>
<p>20220613/ 09</p>	<p>Cricketfield Bungalow</p> <ul style="list-style-type: none"> – Clerk advised Council agreed a rental increase of £108pcm in February, requesting the treehouse is removed on vacation and the skip is removed. Gibbs Gillespie advised the tenant of the increase in April, the tenant responded that they could only afford a £40pcm increase. – Cllr SJ was concerned the tenant two weeks' notice by the Agent. – Cllr AWH advised we followed due process in accordance with the lease, this is public money, and we should collect what is due. Cllr AH and Cllr JW agreed advising the Parish Council should not give favour and get the best return on our asset. – Cllr WD suggested concessions should be made for a good tenant. – Cllr MH advised the tenant voluntarily carried out works to the property. – Clerk advised the tenant did not report any issues to the Agent as per the lease, substantial improvements were carried out to the property last year. – Cllr MH suggested Gibbs Gillespie take a considerable fee, we could manage the property ourselves which would benefit both parties, Cllr AH always advises we need to spend money? – Cllr AH confirmed the Parish Council must indeed spend money if we have budgeted for it, otherwise we may be over-budgeting? – Cllr MEH advised we have an agent that is on call for emergencies – Cllr JW felt uncomfortable that the tenant is closely connected to current Parish Council contractors, Falcon Builders there is a conflict of interest. Cllr JW proposed a radical thought that we sell the bungalow and invest in a new Scout Hut/Community Facility? – Cllr SJ called for a vote to proceed with the rental increase of £108pcm as agreed in February, 5 votes for, 3 against, 1 abstain. – Cllr SJ proposed we continue with the increase from 23 June with a deferral of two months allowing the tenant enough notice – ALL AGREED. – ACTION – Clerk to investigate alternative estate agents. 	<p>Clerk Clerk</p>

20220613/ 10	<p>Financial Matters and Reports</p> <p>Internal Audit Report – Haines Watts</p> <ul style="list-style-type: none"> – Clerk advised that the internal audit went well, Council was advised to invest our reserves and review the asset register. – Clerk advised the audit took longer than expected and we have fed that back our comments, Haines Watts advised future audits would be online therefore it would be sensible to look for alternative auditors for 2022/23. – Cllr JW thanked Susan for her efforts and Jag who still prepared for the audit despite being off sick. – Cllr MH advised that the insurance for the bungalow is updated. – ACTION – Clerk to investigate new internal auditors – Cllr SS enquired where the large pictures that were hanging in the office had gone? Clerk advised they are in the storeroom if required <p>1. Annual Accountability and Governance Statement 2021/22 Cllr SJ presented the Governance Statement, ALL AGREED, Cllr SJ and Clerk proceeded to sign the statement</p> <p>2. Annual Accounting Statement 2021/22 Cllr SJ presented the Governance Statement, ALL AGREED, Cllr SJ and Clerk proceeded to sign the statement</p> <p>3. Flagstone Platform Update – Cllr AH Cllr AH advised that funds were being transferred in preparation for investment into Flagstone</p> <p>4. Payments Report for June 2022 totalling £26,705 – ALL APPROVED</p> <ul style="list-style-type: none"> – Cllr WD and Cllr SS MetOne Media invoice, Clerk advised a quote of £5,118 was approved by Full Council in April 2022, as the project developed, the video length increased, extra storyboards were added. The Council agreed to proceed with the payment with the exception of Cllr WD. – The process be reviewed at Communities Committee. <table border="1" data-bbox="357 1294 1262 1641"> <thead> <tr> <th colspan="2">Payments over £500 June 2022 – To Note</th> </tr> </thead> <tbody> <tr> <td>Handyman Services – May 2022</td> <td style="text-align: right;">£1,136.85</td> </tr> <tr> <td>Windowflowers – Q1 Maintenance</td> <td style="text-align: right;">£1,867.20</td> </tr> <tr> <td>Turfcare – Pitch marking and cutting Martin Baker</td> <td style="text-align: right;">£592</td> </tr> <tr> <td>ROSPA</td> <td style="text-align: right;">£798</td> </tr> <tr> <td>Roots – Grass Cutting 1st Cut</td> <td style="text-align: right;">£5,734.51</td> </tr> <tr> <td>Roots – Grass Cutting 2nd Cut</td> <td style="text-align: right;">£5,734.51</td> </tr> <tr> <td>Phillip Newell – Play Area maintenance</td> <td style="text-align: right;">£834</td> </tr> <tr> <td>MetOne Media</td> <td style="text-align: right;">£7,579.80</td> </tr> <tr> <td>SparkX – Call Out Fee – Damaged lamp post</td> <td style="text-align: right;">£600</td> </tr> </tbody> </table>	Payments over £500 June 2022 – To Note		Handyman Services – May 2022	£1,136.85	Windowflowers – Q1 Maintenance	£1,867.20	Turfcare – Pitch marking and cutting Martin Baker	£592	ROSPA	£798	Roots – Grass Cutting 1 st Cut	£5,734.51	Roots – Grass Cutting 2 nd Cut	£5,734.51	Phillip Newell – Play Area maintenance	£834	MetOne Media	£7,579.80	SparkX – Call Out Fee – Damaged lamp post	£600	<p>Clerk</p> <p>Clerk</p>
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20220613/ 11	<p>Venues for meetings – Cllr SS</p> <p>Cllr SS requested meetings return to the office, Cllr SJ proposed Committees return and Full Council is deferred until the next meeting – ALL AGREED</p>																					
20220613/ 12	<p>Articles for In & Around</p> <p>Cllr MEH to forward details of jubilee celebrations to the Clerk</p>	MEH																				
20220613/ 13	<p>Correspondence List</p> <p>All correspondence is available in SharePoint.</p>																					
20220613/ 14	<p>Date of Next Meeting</p> <p>Monday 11 July 2022 at 7.30pm at Denham Grove Hotel, Tilehouse Lane</p>																					

Signed: Jagjit Brar – Clerk & RFO

Date: 13 June 2022