

**Minutes of the MEETING OF THE COMMUNITIES AND EVENTS COMMITTEE on Tuesday 15 February 2022 at 7.30pm in the Tindall Room, New Denham Community Centre, Oxford Road, UB9 4DB**

<b>Councillors:</b>	Cllr M Hagon (MEH) - Chairman	Cllr S Williams (SW) – Vice-Chairman
	Cllr J Walsh (JW)	Cllr S Sproul (SS)
	Cllr W Davey (WD)	## Cllr G Hollis (GH)
	Cllr S Jeffreys (SJ)	# Cllr A Hans (AH)
<b>Clerk:</b>	Jagjit Brar – Clerk	
<b>Guests:</b>	# Cllr P. Bass (PB)	Jacqui McGowan (JM) – Higher Denham Residents Association

Item No	Agenda Item	Action
20220215/ 01	<b>Acceptance of Apologies for Absence</b> See above	
20220215/ 02	<b>Declaration of Interests</b> Cllr SJ and Cllr MEH declared a personal interest in the Jubilee Grants	
20220215/ 03	<b>Public Session – 10 minutes</b> None	
20220215/ 04	<b>Minutes of last meeting</b> Agreed	
20220215/ 05	<p><b>Events:</b></p> <p><b>Tea Dance/Bingo – 2-5pm 20 Mar, 24 Apr, 29 May, 26 Jun, 4 Sep, 16 Oct 2022,</b></p> <ul style="list-style-type: none"> <li>- Cllr MEH advised that some dates had to change due to availability of the hall and that we have had lots of new enquiries for the event as a result of the newsletter</li> </ul> <p><b>Music on the Green – 3-5pm</b></p> <ul style="list-style-type: none"> <li>- 15 May – The Styles</li> <li>- 19 Jun – Love That Jazz (Lea Lyle)</li> <li>- 17 Jul – Eclectica</li> <li>- 21 Aug - Tracey O'Connor Quartet</li> <li>- 18 Sept – Mandolyn Mondays</li> <li>- All bands have now been booked and publicity produced and Cllr MEH thanked all those involved</li> </ul> <p><b>Memory Café – 11am to 2pm 11 Feb, 11 Mar, 8 Apr, 6 May, 10 Jun, 15 Jul 2022</b></p> <ul style="list-style-type: none"> <li>- The February event was very successful with a valentine's theme</li> <li>- Christine Waters will now be taking over all arrangements for the content of the sessions and liaison with the attendees. It was proposed by Cllr MEH, seconded by Cllr SW and all <b>AGREED</b> that she would be paid £60 per session.</li> <li>- <b>ACTION</b> – Clerk to make arrangements</li> </ul> <p><b>Coffee mornings – 10.30am – 12.30pm 25 Mar, 29 Apr, 27 May 2022</b></p> <ul style="list-style-type: none"> <li>- Christine will be taking over the planning and delivery of this session. It was proposed by Cllr MEH and seconded by Cllr SW <b>AGREED</b> that she would be paid £60 per session</li> <li>- <b>ACTION</b> – Clerk to make arrangements</li> </ul> <p><b>Jubilee Tree Planting</b></p> <ul style="list-style-type: none"> <li>- The tree location was decided by Cllr MEH and Cllr SW following a site visit</li> <li>- The Queen's Green Canopy Event is taking place on the 11 March 2022 across the country and it was discussed if the tree could be planted on that</li> </ul>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>

	<p>day. The Clerk advised that the tree should be planted as soon as possible and advised to hold a planting ceremony/ribbon cutting on the 11 March 2022</p> <ul style="list-style-type: none"> <li>- Cllr WD suggested and it was <b>AGREED</b> that the event take place on Saturday 12 March 2022 to attract local people, Cllr SW agreed and advised that the children from Martin Baker Youth football club could possibly be involved as they train on Saturday. <b>ACTION</b> – Cllr to follow up with Martin Baker Youth</li> <li>- <b>ACTION</b> – Clerk to advertise on In &amp; Around</li> <li>- <b>ACTION</b> - Clerk to arrange planting and plaque</li> <li>- <b>ACTION</b> – Cllr MEH to create a flyer and request Joy Morrissey MP to cut the ribbon, if unavailable to contact our Unitary Councillors.</li> </ul>	<p><b>Cllr SW</b> <b>Clerk</b> <b>Cllr MEH</b></p>
20220215/ 06	<p><b>Queens Jubilee 2-5 June 2022</b></p> <p><b>1. Big Jubilee Lunch – Sunday 5 June 2022</b></p> <ul style="list-style-type: none"> <li>– Cllr MEH advised that members of the committee had met as a working group including JM and it was <b>AGREED</b> that sadly the Parish Council did not have the necessary volunteers available to organise a large-scale event on Martinsfield as discussed at the previous meeting.</li> <li>– <b>ACTION</b> – Clerk to write to Martin Baker to ascertain if their donation towards the original central event on Martinsfield can be redistributed to local events</li> <li>– Cllr SS expressed his disappointment and suggested an event management company take over? It was <b>AGREED</b> that we simply did not have the resource to do so</li> </ul> <p><b>2. Jubilee Grants</b></p> <ul style="list-style-type: none"> <li>– It was discussed that three requests had been received from local groups for financial help towards organising jubilee events, they were from Higher Denham Residents Association, Willowbank residents and Denham Way residents.</li> <li>– Cllr AH had advised that the DPC grant form could be used for residents to express an interest, Cllr MEH advised she will adapt that form for this occasion.</li> <li>– Cllr MEH advised that grants should be distributed fairly and following discussion it was <b>AGREED</b> that grants would be match funding up to a maximum of £500 per event, with top ups if there are funds available. Applications to be submitted to the Clerk and discussed and agreed monthly at this Committee</li> <li>– The Clerk advised that grants will only be paid to constituted groups with bank accounts. Any smaller groups should forward pro-forma invoices for the services they are incurring costs for to the Parish Council. Purchase Orders can then be raised to suppliers on behalf of organisers. No payments will be made to individuals and all payments will be made in the new financial year.</li> <li>– <b>ACTION</b> – Clerk to advise the Higher Denham and Willowbank applicants their applications were successful and DPC will award £500 towards their events after April 2022.</li> <li>– <b>ACTION</b> – Clerk to advise the applicants from Denham Way of the process for groups not constituted and without a group bank account</li> <li>– <b>ACTION</b> – Cllr MEH to create poster for the funding that is available for groups to apply for street parties</li> <li>– <b>ACTION</b> – Cllr SW to advertise on Facebook</li> </ul>	<p><b>Clerk</b></p> <p><b>Cllr MEH</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Cllr MEH</b></p> <p><b>Cllr SW</b></p>
20220215/ 07	<p><b>Newsletter</b></p> <ul style="list-style-type: none"> <li>– Cllr MEH advised that feedback on the Newsletter has been vey good</li> <li>– It was <b>AGREED</b> that the Newsletter would be circulated to Councillors before going to print</li> </ul>	
20220215/ 08	<p><b>Annual Parish Meeting – Wednesday 27 April 2022 7-9pm</b></p> <ul style="list-style-type: none"> <li>• <b>Stalls:</b> <ul style="list-style-type: none"> <li>– Fire Service/Police – Clerk has contacted</li> </ul> </li> </ul>	

