

Minutes of the MEETING OF THE PARISH COUNCIL on Monday 09 May 2022 at 7.30pm at the Denham Grove Hotel, Tilehouse Lane, Denham, UB9 5DG

Councillors:	Cllr J Walsh (JW) – Outgoing Chairman	Cllr ME Hagon (MEH)
	Cllr S Williams (SW) – Incoming Chair	Cllr A Head (AWH)
	Cllr A Hans (AH)	Cllr S Sproul (SS)
	Cllr M Heath (MH)	+ Cllr M Skelton (MS)
	Cllr W Davey (WD)	Cllr E Austin (EA)
	Cllr S Jefferys (SJ)	* Cllr G Hollis (GH) (Unitary)
	# Cllr P Bass (PB) (Unitary)	# = Apologies received
Clerk:	Jagjit Brar	* = Late
D.Clerk:	Tharsika Prabakaran	+ = Left meeting early

Note: The Meeting was voice recorded by D.Clerk, **AGREED** by all present.

Agenda No	Agenda Item	Action
20220509/ 01	Election of Chairman Cllr SW was nominated by Cllr WD, seconded by Cllr MH Cllr EA was nominated by Cllr AH, no seconder - Cllr SW was duly elected Chairman of Denham Parish Council (DPC) following a show of hands: <ul style="list-style-type: none"> ▪ 8 votes for ▪ 2 members abstained ▪ 1 late ▪ 0 against - Cllr SW thanked Cllr JW for all her hard work during her Chairmanship	
20220509/ 02	Election of Vice-Chairman Cllr SJ was nominated by Cllr WD, seconded by Cllr MH Cllr WD was nominated by Cllr AH, no seconder - Cllr SJ was duly elected Vice-Chairman of Denham Parish Council following a show of hands: <ul style="list-style-type: none"> ▪ 9 votes for ▪ 2 members abstained ▪ 0 against 	
20220509/ 03	Signing of Acceptance of Office - Cllr SW and Cllr SJ signed their Acceptance of Office for 2022/23	
20220509/ 04	Declaration of Interests - Cllr SJ declared her interest in Denham Way's Jubilee Grant application. - Cllr MH declared her interest in David Brench's Jubilee Grant application.	
20220509/ 05	Election to Committees - Councillor attendance 2021/22 – Noted , Chairman of Committees to be elected at first meeting. - It was AGREED that the Chair and Vice of Council will not Chair Committees - It was proposed by Cllr AH, seconded by Cllr JW as per the DPC Financial Regulations that each Committee is given delegated authority to approve its budget expenditure up to £5k - AGREED - The Parish Council Committee members were AGREED as below: <ul style="list-style-type: none"> • Election to Services Committee – 8 Members Cllr WD, Cllr MEH, Cllr MH, Cllr GH, Cllr SJ, Cllr EA, Cllr SS, Cllr SW • Election to Communities Committee – 7 Members Cllr WD, Cllr MEH, Cllr AH, Cllr GH, Cllr SJ, Cllr SS, Cllr SW • Election to Planning Committee - 5 Members Cllr AWH, Cllr SS, Cllr JW, Cllr SW, Cllr PB 	

	<ul style="list-style-type: none"> • Election to Finance Committee - 8 Members Cllr AWH, Cllr AH, Cllr MH, Cllr EA, Cllr SS, Cllr JW, Cllr PB, Cllr SJ • Election to Policy & Procedures Committee - 7 Members Cllr WD, Cllr MEH, Cllr AH, Cllr MH, Cllr EA, Cllr JW, Cllr SW 	
20220509/ 06	<p>Election to Outside Bodies The Parish Councillors sitting on Outside Bodies were AGREED as below:</p> <ol style="list-style-type: none"> a. Denham Aerodrome Consultative Committee – Cllr JW b. Denham Against HS2 Committee – Cllr SW c. Denham Bowls Club – Cllr WD d. Denham Cricket Club – Cllr AH e. Denham Village Hall Management Committee – No members f. Denham Village School Governors – Cllr GH g. New Denham Minerals Liaison Committee – Cllr EA h. South Bucks Association of Local Councils – Cllr AWH, Cllr MH, Cllr JW i. Denham United Ladies Football Club – Cllr SS j. Denham Allotment User Group – Cllr MH k. HS2 Liaison Group – Cllr MH, Cllr SW l. London Greenbelt – Cllr EA 	
20220509/ 07	<p>Review of Council Policies and Procedures:</p> <ul style="list-style-type: none"> - Council ALL AGREED to adopt the following 14 policies as included in the papers - ACTION – Procedures marked with * are to be reviewed at the next Policy & Procedures Committee (PPC): <ol style="list-style-type: none"> 1. Standing Orders 2022 * 2. Financial Regulation 3. Councillor Code of Conduct 4. DPC Constitution * 5. Associate Policy * 6. Equality & Diversity 7. Whistleblowing 8. Recruitment & Selection * 9. Health & Safety * 10. Safeguarding Policy 11. GDPR Policy * 12. Website Policy * 13. Fundraising Policy * 14. Councillor Tablet Policy * <ul style="list-style-type: none"> - ACTION: Cllrs to email comments in relation to Standing Orders to Clerk before the next PPC meeting. - ACTION: Cllr MEH requested review the NALC Good Councillor's Guide at the next PPC meeting. 	<p>Clerk</p> <p>All Cllrs</p> <p>Clerk</p>
20220509/ 08	<p>Insurance Reviewed</p> <ul style="list-style-type: none"> - DPC Insurance was reviewed and AGREED - ACTION - Cllr EA advised we check for references to the EU when policy is renewed in September - ACTION: Clerk to check the address of the Cricket Field Bungalow on the policy schedule. - <i>Cllr MS left the meeting and thanked all for their hard work.</i> 	<p>Clerk</p> <p>Clerk</p>
20220509/ 09	<p>Asset Register Reviewed</p> <ul style="list-style-type: none"> - DPC Asset Register was reviewed and AGREED - ACTION: Clerk to erase the old Councillor tablets and arrange to donate to a good cause possibly Denham Village School. 	<p>Clerk</p>

