

# GREAT DENHAM PARISH COUNCIL

Councillors, I hereby summon you to attend the ANNUAL meeting of GREAT DENHAM PARISH COUNCIL on **Monday, 20<sup>th</sup> May 2024** commencing at 7:30pm at the Great Denham Community Hall, to consider the following items of business.

**MEMBERS OF THE PUBLIC WELCOME!**

Robbin Brough, Clerk to the Council  
14<sup>th</sup> May 2024

## AGENDA

1 **Election of Chairman**

To elect the Chairman for the coming year. Signing of Declaration of Acceptance of Office.

2 **Election of Vice Chairman**

To elect the Vice Chairman for the coming year. Signing of Declaration of Acceptance of Office

3 **Public Open Session**

*During the Public Open Session: Members of the public should note that the council is only allowed to take decisions on topics that are publicized on the agenda; items not on the agenda can be carried forward for a response at a later date. Any questions not presented to the council far enough in advance of the meeting may be noted and responded to at a later time.*

*After the Public Open Session: Members of the public are asked to respect the fact that this is a meeting to conduct council business and interruptions during the remainder of the meeting are not permitted.*

4 **Apologies for Absence**

5 **Declarations of interest in items on the agenda**

6 **Committee membership**

- To consider if any changes are required to the membership of the committees
- To elect the Chairman of each committee

7 **Meeting dates for 2024/25**

To agree meeting dates and locations for the coming year.

8 **Correspondence received since the last meeting (requiring council attention)**

- *A resident emailed regarding a fallen tree near Wayland Road and Saxon Way.*
- *A resident emailed regarding an infestation of brown tail moth caterpillars in a tree outside of her residence.*
- *Two residents emailed to report the former Greenkeepers building and golf Clubhouse were broken into.*
- *A resident emailed regarding the overgrowth of weeds and poorly maintained grassed areas within Great Denham.*

9 **To confirm the minutes of the parish council meeting held on 8<sup>th</sup> April 2024**

10 **Clerk's report on actions not covered by agenda items**

- *To open accounts with two financial institutions and, once able, move funds into the accounts as agreed in the March parish council meeting. One of the accounts has now been opened and funds have been moved across as agreed by the full council. **Ongoing** – Still awaiting the Unity Trust Account to be opened.*
- *To attend a meeting with David Wilson Homes team and Cllr O'Meara to discuss Mercia Road. **Complete** – Meeting notes to be shared with the council during agenda item*
- *To request a quote from BBC Highways for the cost of a pedestrian crossing on Greenkeepers Road and railings new the pedestrian crossing on Anglia Way. **Awaiting a response***

11 **Finance**

- To approve payments and note income and balances
- To note the Spend versus Budget variance report

*Mrs R Brough, Clerk, Great Denham Parish Council  
E-mail: clerk@greatdenhamparishcouncil.gov.uk*

- 12 **Annual Governance and Accountability Return 2023/2024**
- a) To receive Internal Auditors Report for approval
  - b) To complete and sign Section 1 – Annual Governance Statement 2023/24
  - c) To review and approve Section 2 – Accounting Statements for 2023/24
  - d) To approve dates for Public Rights of Inspection
- 13 **Planning Applications:**
- To consider any planning applications received since the last meeting – includes any received after the agenda is issued up to the date of the meeting.
- APPLICATION NO:** 24/00825/FUL Full Planning Application  
**PROPOSAL:** Single storey rear extension  
**LOCATION:** 7 Whitings Great Denham Bedford Bedfordshire MK40 4GE
- APPLICATION NO:** 24/00957/FUL Full Planning Application  
**PROPOSAL:** Single storey rear extension and front portico.  
**LOCATION:** 7 St Mellion Drive Great Denham Bedford Bedfordshire MK40 4BF
- 14 **Borough Councillors Report**  
Update from Borough Councillor Jim Weir.
- 15 **Kingswood Way**  
Update from Cllr Weir on the dead trees and management of Kingswood Way.
- 16 **Great Denham Fete**  
To receive updates from the working group for the Great Denham Village Fete.
- 17 **Outdoor Storage Provision**  
Proposal from Cllr Staite: To consider the purchase of a lockable storage unit to be placed outside of the pavilion.
- 18 **David Wilson Homes (DWH)**  
Cllr O'Meara to provide an update on the Mercia Road development from meeting held on 8<sup>th</sup> May 2024 with David Wilson Homes.
- 19 **20mph Speed Limit Within Great Denham**  
Proposal from Cllr Weir: To consider extending the 20mph limit throughout Great Denham.
- 20 **Give Way Road Markings**  
Proposal from Cllr Hannah: To consider the installation of give way road markings on junctions where the road layout is ambiguous.
- 21 **Clerks Annual Appraisal**
- To resolve that, under Section 1 Paragraph 2 of the Public Bodies (Admission to meetings) Act 1960, the press and public be excluded from the meeting for the next item of business due to the discussion of staffing matters.
  - To receive the Clerk's appraisal carried out by the Staffing Committee.
- 22 **Business for future agendas (No actions can be taken on items not on the agenda)**

**Date of the next meeting:** Monday 3<sup>rd</sup> June 2024, Great Denham Community Hall.

*Mrs R Brough, Clerk, Great Denham Parish Council*  
*E-mail: [clerk@greatdenhamparishcouncil.gov.uk](mailto:clerk@greatdenhamparishcouncil.gov.uk)*