

# **GREAT DENHAM PARISH COUNCIL**

Councillors, I hereby summon you to attend the meeting of GREAT DENHAM PARISH COUNCIL on Monday, 2<sup>nd</sup> March 2026 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  
25<sup>th</sup> March 2026

## **AGENDA**

**1 Apologies for Absence**

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

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

The parish council has received correspondence from a few residents regarding parking on the grass verge opposite the school during student drop off and pick up times.

**5 To confirm the minutes of the parish council meeting held on 2<sup>nd</sup> February 2026**

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

- To create the necessary policies linked to the Assertion 10 requirements. **Complete.**
- To arrange the toilet and bouncy castle hire for the Summer Fete. **Complete.**
- To take out event insurance for the Summer Fete. **Complete.**
- To purchase agreed no parking signage to donate to the primary school. **Complete.**

**7 Finance**

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

**8 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.

No applications were received prior to the publication of the agenda.

**9 Borough Councillors Report**

Update from Borough Councillor Jim Weir.

**10 Staffing Committee – Membership**

To appoint a councillor to the Staffing Committee following the resignation of Cllr Quinn from Great Denham Parish Council.

**11 Open Space Management Agreement**

To consider the implications for parish residents arising from Bedford Borough Council's decision on the Open Space Management Charge and determine the parish council's response.

**12 Community Engagement Strategy**

Proposal from Cllr Firth – To consider the proposed Community Engagement Strategy circulated to councillors in advance of the meeting and determine whether to adopt or amend the strategy.

**13 Great Denham Neighborhood Development Plan**

To agree the approach and next steps for reviewing the Neighbourhood Development Plan.

*Mrs R Brough, Clerk, Great Denham Parish Council  
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- 14 **Hanging Baskets**  
Proposal from Cllr Moran – To consider proposed lamp post and railing floral display project. Project outline and estimated costs circulated to councillors in advance of the meeting.
- 15 **Muirfield**  
To consider resident concerns regarding parking at school drop-off and pick-up times on Muirfield.
- 16 **Ethelred Lane Play Area**  
Proposal by Cllr Payne – To consider the proposed purchase of additional play equipment for the green space located near Ethelred Lane and agree next steps.
- 17 **Annual Risk Assessment Review**  
To review the parish councils risk analysis document and agree to any amendments.
- 18 **Great Denham Parish Council Bring Your Own Device (BYOD) Policy**  
To review and consider the adoption of the proposed BYOD Policy. Policy circulated to councillors in advance of meeting.
- 19 **Great Denham Parish Council Guide to Information & Publication Scheme**  
To review and consider the adoption of the proposed Guide to Information & Publication Scheme. Scheme circulated to councillors in advance of meeting.
- 20 **Great Denham Parish Council IT and Email Policy**  
To review and consider the adoption of the proposed IT and Email Policy. Policy circulated to councillors in advance of meeting.
- 21 **Highways Matters**  
The clerk will provide an update to the council on any progress made relating to ongoing highways requests and projects.
- 22 **Business for future agendas (No actions can be taken on items not on the agenda)**

**Date of the next meeting:** 6<sup>th</sup> April 2026, Great Denham Community Hall.