

GREAT DENHAM PARISH COUNCIL

Minutes of The Great Denham Parish Council Meeting held on 5th January 2026 at 7.30pm at Great Denham Community Hall

MINUTES

Present: Cllrs Jon Hannah (Chair), Joanna Szaub-Newton, Chris Staite (arrived to meeting at 8:10pm), Oliver Payne, Adam Firth, Anna O'Meara, Jim Weir (also Borough councillor), Robbin Brough (Parish Council Clerk).

- 1 **Apologies for Absence:** Cllr Moran (previous engagement).
Resolved to accept councillor apologies.
- 2 **Declarations of interest in items on the agenda**
- 3 **Public Open Session**
One resident was present to observe the meeting.
- 4 **Correspondence received since the last meeting (requiring council attention)**
No correspondence received requiring parish council attention which has not been placed on the agenda.
- 5 **To confirm the minutes of the parish council meeting held on 1st December 2025**
Resolved to approve the minutes as an accurate record.
- 6 **Clerk's report on actions not covered by agenda items**
 - To order cups and pouring jugs from amazon. **Complete.**
 - To instruct Gartec to complete the necessary Community Hall lift repairs. **Complete.**
 - To contact DHW regarding the two lamp columns on Anglia Way which are not working. **Complete.**
- 7 **Finance**
 - To approve payments and note income and balances.
Resolved to approve payments and note the balances – see appendix.
 - To note the Spend versus Budget variance report.
Report received and noted. See appendix.
- 8 **Parish Council 2026/2027 Budget**
To review the updated draft 2026/2027 annual budget and agree the precept amount which the parish council will need to formally inform Bedford Borough Council by 31st January 1, 2026.
Resolved to agree the 2025/2026 budget, which contained a precept set at £45,175. This represents a 5.00% increase in council tax. The contribution for a Band D property increases from £23.53 to £24.71 for the year.
- 9 **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: 25/02446/FUL Full Planning Application
PROPOSAL: Repositioning of existing fence line to extent of boundary (part).
LOCATION: 35 Carnoustie Drive Great Denham Bedford Bedfordshire MK40 4FG

Resolved to comment on application 25/02446/FUL requesting that Bedford Borough Highways assess the height of the fence and the adjacent S-bend to determine whether the proposal would impair drivers' visibility.
- 10 **Borough Councillors Report**
Update from Borough Councillor Jim Weir.
See parish council website for full report.

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

11 Great Denham Carol Event

To receive a verbal update on the parish council-hosted Carol Event and consider any lessons learned.

The event was again well attended. It was noted that the choir had to cancel at short notice due to illness.

Resolved to hold the event on 23 December 2026 at 6.30 pm in the Community Hall.

Action: Clerk to book the large hall for the 2026 carol event.

12 Grant Request from Bedford Kendo Club

To consider the request grant request of £500.00 from Bedford Kendo to purchase youth equipment.

Resolved to provide a grant of £255.00 towards the purchase of junior equipment.

13 Park & Ride Disability Parking

Proposal by Cllr Payne – To consider measures to monitor the use of disability parking spaces at the Park & Ride during school drop-off and pick-up periods.

Cllr Payne had discussed the matter with Bedford Borough Highways prior to the meeting. Without the correct signage, the disabled parking spaces within the park and ride cannot be enforced. The cost to install the necessary signage would be £3,500 and there would be no practical way to regularly monitor or enforce the parking restrictions.

Resolved to not move forward with any actions at this time.

14 Parish Council Projects

To receive an update from lead councillors on their project proposals.

No further updates were received, which have not been placed on the agenda for approval.

15 Pavillion Outdoor Storage Unit

To agree the installation cost of a durable lockable storage unit to be sited beside the bin stall at the front of the Country Park Pavilion.

Resolved to agree the quote received of £3783.00 for the purchase and delivery of the outdoor storage unit.

16 Open Space Society Membership

Proposal by Cllr Weir – To consider joining the Open Space Society at a cost of £45.00 per annum.

Resolved to join the Open Space Society.

17 Community Hall Improvements

Proposal by Cllr Staite – To agree the proposed updates to the Community Hall main hall lighting, the Wifi and the creation of a door from the stage into the shower room so this area can be used by performers.

Resolved to agree the quote of £5620.00 provided by AJS to carry out the work to create two door openings, install doors and lighting bars.

Resolved to agree the quote of £5910.00 provided by Concept Event Solutions to provide a new lighting system for the main hall in the Community Hall.

18 Highways Matters

The clerk will provide an update to the council on any progress made relating to ongoing highways requests and projects.

No updates on highway matters had been received by the clerk prior to the meeting.

19 Business for future agendas (No actions can be taken on items not on the agenda)

- Great Denham Summer Fete 2026 update from working group.
- To agree the content for the next parish council newsletter.
- To discuss ways in which the parish council could communicate with residents.

Date of the next meeting: 2nd March 2026, Great Denham Community Hall.

Great Denham Parish Council - Receipts & Payments - Jan 2026

					Bank reconciliation				
Account	Date	Category	Payee	Description	Transfers	Receipts	Payments Gross	Cashbook Balance	Bank Balance
Unity Trust - Opening								1,550.32	1,550.32
	30 November 2025	Banking charges	Unity Trust		15,000.00		6.00		
	28 December 2025	Transfer	GDPC (Unity Savings)						
	29 December 2025	Carol Concert	J Szaub-Newton	Expenses - Hot Choc			13.20		
	29 December 2025	Carol Concert	R Brough	Expenses - Wine			40.50		
	29 December 2025	Carol Concert	R Brough	Expenses - Mince Pies/Hot Choc			33.20		
	29 December 2025	Payroll	Pam Anthony	25/1761			90.00		
	29 December 2025	GDCH Tea & Talk	GDCH	INV13			70.00		
	29 December 2025	Carol Concert	R Brough	Expenses - Cups			36.95		
	29 December 2025	GDCH Tea & Talk	GDCH	INV11			58.50		
	29 December 2025	GDCH Tea & Talk	GDCH	INV12			70.00		
	29 December 2025	Staff costs	Multiple	December			1,364.07		
	29 December 2025	Carol Concert	R Brough	Expenses - Jugs			22.76		
	31 December 2025	Banking charges	Unity Trust	Service Charge			6.00		
								14,739.14	14,739.14
Unity Trust - Savings									
	Opening							195,982.08	195,982.08
	28 December 2025	Transfer	GDPC (Unity Current)	Transfer to 20508948	- 15,000.00				
	31 December 2025	Bank Interest	Unity Trust			846.93			
	Closing							181,829.01	181,829.01
Redwood Savings									
	Opening							89,880.26	89,880.26
	30 November 2025	Bank Interest	Redwood			254.50			
	31 December 2025	Bank Interest	Redwood			263.73			
	Closing							90,398.49	90,398.49
Hinckley & Rugby Savings									
	Opening							125,001.00	125,001.00
	No transactions								
	Closing							125,001.00	125,001.00
The Cambridge Building Society									
	Opening							85,000.00	85,000.00
	No transactions	Transfer	GDPC Unity Trust						
	Closing							85,000.00	85,000.00
					0.00	1,365.16	1,811.18		

GDPC - Balances - Jan 2026

	£
Redwood Savings 3.45% - 35 day notice	90,398
Unity Trust Current 0%	14,739
Unity Trust Savings 2.25%	181,829
Hinckley & Rugby Savings 3.75%	125,001
The Cambridge Building Society 1.75%	85,000
Total funds held	496,968

Allocation of Balance Sheet

Double yellow lines	10,000	
Pedestrian barrier	4,500	
Bus Shelter	4,650	
Give way markings	6,000	
Pedestrian crossing points	90,000	
20mph speed limit signs	20,000	
GD Community Hall landlord responsibilities	11,000	
GD Community Hall - Upgrades	7,000	
Defibrillator supplies	1,140	
Election costs	2,000	
New Playground Equipment	30,000	
Great Denham Youth Club	6,500	
GD History Memorial (School Project)	8,000	
Upgrade to paths in Country Park	150,000	
Bird Nesting signs for Country Park	1,000	
Open Space Maintenance	90,000	
Hanging baskets		
Interpretation boards	3,300	
VAT refund due	1,176	
General reserve	50,701	Balancing figure
Total allocation	496,968	