

**Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 7<sup>th</sup> September 2020 @ 7.00pm @ <https://us02web.zoom.us/j/84367307893>**

## **Agenda**

1. Apologies
2. Disclosure of interest in items on the agenda
3. To confirm the minutes of the ordinary meeting of 6<sup>th</sup> July 2020
4. To report on matters arising from the minutes not on the agenda.

*The meeting will be closed for a Public Session - (15 minutes in total) - Members of the public are invited to attend and speak on items on the agenda or on matters of concern within the village at this point. Items to be raised in advance with clerk by email.*

5. Reports:
  - a. Buckinghamshire Councillors
  - b. Police
  - c. RAF
  - d. Chairman
  - e. Clerk:
    - i. Monthly HMRC information submitted.
    - ii. Defibrillator checked
    - iii. On-line banking operational, Cllr Oborn is now the primary user.
    - iv. Flooding
    - v. New website and emails addresses
    - vi. Members regularly updated on (Covid 19) with information supplied by the Local Authority.
6. Meetings/training attended-
  - 09/07/20-Community Board Meeting-Chairman
  - 19/08/20-BMKALC WCAG 2.1 course
7. Consider new projects for 2021-22
8. National Trust
9. Planning:
  - a. WDC decisions: None
  - b. New planning applications: None
  - c. Consultation on Planning White Paper- Vice-Chairman
10. Finance:
  - a. Approve revised budget
  - b. Review the accounts year to date.
  - c. To approve S/O for staff costs August @ £330.94 per month.
  - d. Clerk hours:
    - Monthly contracted hours 25.16 hours
    - Holiday 2.7 hours per month.Hours worked:29/06/20 to 28/08/20-hours worked hours:43 hrs. Paid hours incl holiday 44.9hrs. hrs short 1.9 Overtime bfw12.3 hrs less 1.9= 10.4 overtime cfw

e. In between meetings a deposit of £175.00 was approved and paid to Parish Council Website for the design of our new website.

f. To approve the following payments as listed below:

Payments to be approved at the meeting:		£
TBS Hygiene Ltd	Dog bin emptying July/Aug	120.00
Princes Risborough Town Council	Grass cutting July	226.80
CPRE	Subscription 20/21	36.00
D Hansen	Clerk's expenses	19.75
D Hansen	Clerk salary back pay	45.30
Total		447.85

Funds available:	£
Opening balances 20/08/20	
HSBC Current account	5,820.03
HSBC no2 account	776.00
NS&I @ 31/12/19	<u>2,549.08</u>
	9,145.11
Less Aug salary	330.94
Less expenditure incl Sept cheques	447.85
FUNDS AVAILABLE Sept 2020	<u><u>8,366.32</u></u>

11. Members' questions.

12. *In accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of this item due to the confidential nature of this item.*

- The approve the Local Government Services' pay Agreement 2020-21 for the clerk as circulated. A 2.74% increase, back dated to 01/04/20.
- Approve salary back pay to clerk from April-August 2020

**13. To confirm date of the next ordinary meeting as Monday 2<sup>nd</sup> November 2020**

Deirdre Hansen 31/08/20

Clerk to the Council,  
Riva, Naphill Common, Naphill, High Wycombe, Bucks. HP14 4SZ Tel: 01494-562254, e-mail: [clerkbradenhampc@gmail.com](mailto:clerkbradenhampc@gmail.com)

**The meeting is open to the public and members of the press.**

APPENDIX I: Accounts year to date:

Expenditure	Ytd 07/09/20 £	Budget as set £	Revised budget as per Sept 2020 £
Clerk's salary	1323.76	4015	4080
Admin expenses	92.50	500	350

Working from home all	0	500	500
Phone	0	10	10
New website	175.00		445
Website management			380
Election	0	400	0
Insurance	323.69	324	324
Audit fee	50.00	50	50
Subscriptions	129.70	130	130
Donations	160.00	480	360
Donations 2019/20 bdgt	200.00		0
Std maintenance	90.00	450	300
Fete	0	200	0
Dev. services grass cut.	790.00	680	1070
Training	0	150	50
Sundry	0	250	140
Pond	0	100	50
Dog waste collection	260.00	550	550
Vat	219.79	0	0
<b>TOTAL</b>	<b>3814.44</b>	<b>8789</b>	<b>8789</b>

Income	Ytd £ 07/09/2020	Budget as set £
Precept	3717.50	7435
WDC VE day grant	125.00	0
WDC devolved services	0	105
BC devolved services	575.29	575
BC Cllr grants	0	250
Vat	452.02	452
Interest NS&I	0	18
<b>TOTAL</b>	<b>4869.81</b>	<b>8835</b>

In yellow budget items amended

In blue new budget items