

**Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on
Monday 1st March 2021 @ 7.00pm @ <https://us02web.zoom.us/j/85121685277>**

Agenda

1. Apologies
2. Disclosure of interest in items on the agenda
3. To confirm the minutes of the ordinary meeting of 11th January 2021
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) only on request.
 - c. RAF
 - d. Chairman
 - e. Clerk:
 - i. Monthly HMRC information submitted.
 - ii. Defibrillator checked
 - iii. Members regularly updated on (Covid 19) with information supplied by the Local Authority.
 - iv. Election
6. Meetings/training attended-
 - Community Board Meetings-Chairman
7. National Trust
 - a. Bradenham hill track improvements- update and way forward.
8. Car park by pond.
 - a. The car park issues
9. New projects
10. Approve the parish council's updated Risk Register
11. New Local Plan:
 - a. Consultation on the Statement of Community involvement
 - b. Call for Brownfield sites
12. Planning:
 - a. WDC decisions: None
 - b. New planning applications: None
13. Finance:
 - a. Appoint Mrs P Hall as internal auditor.
 - b. Review the accounts year to date.
 - c. Receipts: £ 105.74 from BC, WDC devolved services for 2021.Last receipt of this money. And £18.35 interest NS&I for 2020.
 - d. To approve S/O for staff costs Feb/March @ £340.00 per month.

e. Clerk hours:

- Monthly contracted hours 25.16 hours
- Holiday 2.7 hours per month.

Hours worked: 05/01/21 to 22/02/21- 55.5 hours worked: Paid hours incl holiday 44.9hrs. 10.6 less overtime 1.4 hrs short. Overtime cfw 9.2 hrs

f. To approve the following payments as listed below:

Payments to be approved at the meeting:		£
The Information Commissioner's Office	Data protection renewal fee By DD	40.00
TBS Hygiene Ltd	Dog bin emptying Jan/Feb	108.00
E&S Burborough Ltd	Digging out pond and clearance spring 2019	540.00
D Hansen	Clerk's expenses Jan/Feb Incl Microsoft renewal, phone top-up-sep. budget item and land search exp. Sundry budget item.	172.46
Total		860.46

Funds available:	£
Opening balances 20/02/21	
HSBC Current account	5,510.47
HSBC no2 account	776.00
NS&I @ 31/12/20	<u>2,567.43</u>
	8,853.90

Less Feb salary	340.00
Less expenditure incl March payments	860.46
FUNDS AVAILABLE March 2021	<u>7,653.44</u>

14. Members' questions.

15. To confirm date of the next ordinary meeting as Monday 17th May to include Annual Parish meeting and Annual Parish Council meeting

Future meeting dates:

Election Thursday 6th May 2021

Monday 5th July 2021

Monday 6th September 2021

Monday 1st November 2021.

Deirdre Hansen 22/02/21

Clerk to the Council,

Riva, Naphill Common, Naphill, High Wycombe, Bucks. HP14 4SZTel: 01494-562254,
e-mail: clerkbradenhampc@gmail.com

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

APPENDIX I: Accounts year to date:

Expenditure	Ytd 01/03/21 £	Budget as set £	Est full yr £	Variance £
Clerk's salary	3740.00	4015	4080	-65
Admin expenses	395.44	500	395	105
Phone	8.33	10	8	2
WFH allowance	500.00	500	500	0
Election	0	400	0	400
New website	469.98	0	470	-470
Website management	0	0	0	0
Insurance	323.69	324	324	0
Std maintenance	90.00	450	90	360
Dev. services grass cut.	567.00	680	567	113
Siding out (from reserves)	412.00	0	412	-412
Dog waste collection	560.00	560	560	0
Pond	450.00	100	450	-350
Audit fee	50.00	50	50	0
Subscriptions	139.70	130	140	-10
Donations	480.00	480	480	0
Donations 2019/20 bdgt	200.00	0	200	-200
Fete	0	200	0	200
Training	0	150	0	150
Sundry	84.90	250	85	165
Vat	439.86	0	0	0
TOTAL	8910.90	8799	8811	-12

Income	Ytd £01/03/21	Budget as set £
Precept	7435.00	7435
WDC VE day grant	125.00	0
BC-WDC devolved services 2020&2021	211.48	105
BC devolved services	575.29	575
BC Cllr grants	0	250
Vat	452.02	452
Interest NS&I	18.35	18
TOTAL	8817.14	8835