

**Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 5th
July 2021 at the Bradenham Cricket Pavilion at 7.00pm**

The meeting will be held Covid secure adhering to current Government Guidelines.

That might mean once the number who can be accommodated inside the pavilion has been reached other attendees will be asked to attend the meeting on the terrace outside. Doors will be open.

Agenda

1. Apologies
2. Disclosure of interest in items on the agenda
3. To confirm the minutes of the annual parish council meeting and ordinary meeting of 17th May 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.

5. Reports:
 - a. County Councillors
 - b. RAF
 - c. Chairman
 - d. Clerk:
 - i. Monthly and year end HMRC information submitted.
 - ii. Defibrillator checked
 - iii. Copy submitted to Naphill and WA Gazette and Contact.
 - iv. PC members are sent the regular updates from BC and other parties.
6. Meetings/training attended.
 - 10/06/21- BALC course- Managing difficult people- clerk
 - 17/06/21- WDALC- Vice-Chairman
7. RAF request for support for a pedestrian crossing at junction Bradenham Woods Lane- Main Road.
 - a. Clerk has written to Hughenden PC asking them to consider the RAF request for support in taking the matter jointly to the Community Board.
 - b. Clerk has received the report from Jim Stevens with possible options. Report circulated.
8. Rectory Lane Flooding & bridleway work.
 - a. Update
 - b. Consider a financial contribution to Andrew Stubbing for digging a trench in his field to alleviate the flooding. Andrew Stubbing to provide quotation.
9. National Trust- other
10. "Meet the village"- Cllr Langridge
11. Additional notice board for the village – Cllr Langridge
12. Consider the purchase of BALC publications
 - The good councillor's guide to finance and transparency
 - Being a good employer
 - The good councillors' guide to neighbourhood planning

- The good councillor's guide to community business
 - The good councillor's guide to transport planning
- Each @ £4.99 plus postage.

13. Planning:

- BC decisions: None
- New planning application: None

14. Finance:

- Certificate of exemption from limited assurance review AGAR 2020-21 submitted.
- Chiltern Society asking for donations- "Our Chilterns in Crisis Appeal"
- Approve amendments to Bank mandate
- Bank reconciliation to be checked and signed.
- Budget review- see below
- To approve S/O for staff costs June and July @ £ 340.00 per month
- Clerk hours:
 - Monthly contracted hours 25 hours and 10 minutes
 - Holiday 2.5 hours per month.

Hours worked: from 10/05/21 to 25/06/21 (7 weeks= 40.6 hrs) 40.7hrs, 0.1 O/T cfw 0.68 hrs short

h. To approve the following payments as listed below:

Cheques to be approved for payment at the meeting:		£
BALC	Managing difficult people course -1/2	15.00
MJJ Carpentry	Notice boards repairs	200.00
TBS Hygiene Ltd	Dog bins emptying- May	48.00
TBS Hygiene Ltd	Dog bins emptying- June	60.00
Princes Risborough TC	Grass cutting May	76.68
D Hansen	Clerk's expenses	21.48
Total		421.16

Funds available:	£
Opening balances 05/07/21	
HSBC Current account	6,631.09
NS&I @ 31/12/20	<u>2,567.43</u>
	9,198.52
Less expenditure incl July payments	421.06
Less July Salary	340.00
FUNDS AVAILABLE July 2021	<u>8,437.46</u>

15. Members' questions.

16. To confirm date of the next ordinary meeting as Monday 6th September 2021

Dates for future meetings: Monday, 1st November 2021

28/06/21

D Hansen

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 05/07/21 £	Budget as set £	Revised budget £
Clerk's salary	1020.00	4,121	4,121
Admin expenses	51.58	475	475
WFH allowance	0	500	500
Phone	0	10	0
Insurance	326.08	330	330
Audit fee	50.00	50	50
Subscriptions	61.93	145	145
Donations	160.00	360	360
Fete	0	200	0
Std maintenance	200.00	250	300
Devolved services grass cutting	213.00	922	800
Training	15.00	150	150
Sundry	35.00	250	250
Pond	0	100	100
Election	0	600	100
Dog waste collection	130.00	540	560
HS2 road safety	0	0	500
Flooding	0	0	200
Vat	76.06	0	0
TOTAL	2338.65	9,003	8,941

Income	Ytd £ 17/05/21	Budget as set £	Revised budget
Precept	3717.50	7435	7435
WDC devolved services	0	0	108
BC devolved services	575.29	575	575
BC grants	0	250	0
Vat	440.78	360	441
Interest NS&I	0	8	8
TOTAL	4282.53	8,628	8,567