

**Minutes Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 5th July 2021 at
Bradenham Cricket Club commencing at 7.00 pm**

Present:

Cllr Peggy Ewart
Cllr Teif Jones
Cllr Richard Langridge
Cllr Susan Nims
Cllr Paul Oborn
Cllr Andrew Stubbings
Cllr Paul Wooster

Chairman

Vice-Chairman

And also present:

Councillor Carl Etholen
Wg Cdr Adrian Morris
Deirdre Hansen

Buckinghamshire Councillor- In part
RAF representative- in part
Clerk

		Action
26	No apologies received	
27	Declarations of interest: None	
28	Approval of minutes The minutes of the meeting of annual parish council meeting and ordinary meeting of 17 th May 2021 were confirmed as a true record and signed by the chairman.	
29	Public questions time: No public present	
30	<p>Reports:</p> <p>a. Buckinghamshire Councillors:</p> <p>i. All BC Cllrs Shade Ado and Robert Carington gave their apologies and Cllr Carl Etholen reported:</p> <p>ii. <i>It was agreed to move agenda item 8. Rectory Lane Flooding & bridleway work, up the agenda.</i></p> <p>a. <i>Update</i> No update received from NT. They had met with a contractor for the clearing out of the run offs. Clerk to chase.</p> <p>b. <i>Consider a financial contribution to Andrew Stubbing for digging a trench in his field to alleviate the flooding. Andrew Stubbing to provide quotation.</i> Andrew Stubbings had received a quotation for £450, 1 days' work to dig the trench in his field behind Rectory Lane. The meeting discussed the responsibility for the cost of this work. In view of the NT commitment agreed in 2018 by TfB and the NT for the NT to install a drainage pond in this field, following the installation of the new overflow drainage system by TfB, the meeting the considered the cost of digging the trench on NT land a NT responsibility. Clerk to write to David Surtees-Dawson, Senior Estate Manager NT requesting their commitment to pay for this work. Cllr Andrew Stubbings to contact Neil Harris, NT with the same request.</p> <p>iii. HS2 Road Safety Funding- the sub group is meeting to discuss the projects that have reached the second stage.</p> <p>iv. The Community Board is moving forward on the A4010 strategy. There are a considerable number of matters to be considered, e.g., widening the A4010, improving cycleways and footpaths. He was asked if when the A4010 is being resurfaced a quiet road surface can be considered.</p>	<p>clerk</p> <p>Clerk</p> <p>Cllr Andrew Stubbings</p>

	<p>v. The next Community Board meeting will be on 20th July.</p> <p>vi. He reported that he had attended the Speen fete which had been held covid secure. What were the plans for the Bradenham fete? Cllr Paul Wooster responded that the Manor was not allowing the fete to take place in their grounds this year. The plan is now to hold a fete in 2022.</p> <p>b. RAF: RAF representative Wg Cdr Ady Morris reported:</p> <ul style="list-style-type: none"> • The Walter's Ash sites had had a House of Commons visit last week. • The House of Commons visitors had visited the wrap around child care project which is being run as a trial at RAF High Wycombe and Halton. This project gives parents extra support. • Space Command has not been formally launched yet. • The involvement of RAF High Wycombe in the Napfest 11-09-21 is a family day for the RAF staff. <p>c. Chairman's report. – nothing to add.</p> <p>d. Clerk:</p> <ol style="list-style-type: none"> i. It was noted that regular HMRC information has been submitted. ii. It was noted that the defibrillator has been checked by Cllr Paul Wooster. iii. The PC has been updated regularly with all correspondence from BC and other parties iv. The two notice boards have been repaired. v. The PC's two bids to the HS2 Road Safety Fund have successfully moved to stage 2. 	
31	<p>Meetings/training attended-</p> <ul style="list-style-type: none"> • 10/06/21- BALC course- Managing difficult people- clerk. Slides sent to members. • 17/06/21- WDALC- Vice-Chairman. He reported the following: <ul style="list-style-type: none"> ▪ Match funding was discussed and it should be proportionate. ▪ A brief was given by the BC climate change strategist, BC plans to plant over 500k trees in the next 10 years. ▪ BC is spending £10m on decarbonising their vehicles and buildings. ▪ Action groups on the Community Board were discussed. ▪ WDALC is going to create its own website. ▪ PC/TC's were encouraged to engage with Community Boards 	
32	<p>RAF request for support for a pedestrian crossing at junction Bradenham Woods Lane- Main Road.</p> <p>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. HPC is sympathetic to the request, but the cost of such an undertaking is outside their and our remit. We have been told that firstly a survey would need to be undertaken estimated cost £10k, then a feasibility study, cost for this have been requested and a pedestrian crossing would cost at least £95k. The costs are prohibitive. There are practical considerations as well see item b. The RAF have been asked about their financial contribution.</p> <p>b. Clerk has received the report from Jim Stevens with possible options. Report circulated. The location, the space available, the road itself are all considerations that need more examination. There is not enough space for a refuge, there is little scope for widening the road, the land next to the road is private, there are services that would need moving, the turning space for HGV's is not enough. The clerk has written to the area technician asking for advice. No reply yet. Coloured road surfaces might be a consideration. The Community Board co-ordinator has been kept fully informed.</p>	Clerk

	The PC discussed the matter and it was agreed that the request cannot be taken forward at this moment in time. The RAF representative will look at the case further and make enquires for funding.	Wg Cdr Morris
33	National Trust Cllr Richard Langridge reported on some issues the church was having with the NT and the Manor.	
34	Meet the village”- Cllr Langridge Cllr Richard Langridge reported that with the cricket club he is organising an “open day” on Sunday 1 st August, hosted by the cricket club for villagers to meet, new villagers to meet other residents and for everyone to meet the PC and the PCC. The cricket club will host a BBQ and the bar will be open. All councillors were invited to attend as well as the RAF. Cllr Richard Langridge will organise and promote this event in a personal capacity.	Cllr Langridge All PC members Wg Cdr Morris
35	Additional notice board for the village – Cllr Langridge Cllrs Susan Nims and Richard Langridge are working on providing the village with information boards, giving maps, history and information on Bradenham for visitors. Art work to be supplied by a resident artist. It will require National Trust input and approval. Cllr Andrew Stubbings mentioned that he will be providing signage on his land with the Chilterns Conservation Board and the National Trust, giving information on the conservation work he undertakes on his farm. It was brought to the PC’s attention that the conservation work he undertakes on his farm has been highlighted in the publication of “Nature Recovery, farmers leading the way- a case study of the Central Chilterns Farmer Cluster supported by the Chilterns Conservation Board and the Lottery Heritage fund- Clerk to circulate the publication. It was noted that his conservation work has also come to the attention of the senior management at the National Trust nationally. The continued conservation work that Andrew has been doing for years was acknowledged and he was congratulated on his achievements.	Cllr Nims and Cllr Langridge clerk
36	The purchase of BALC publications was considered. <ul style="list-style-type: none"> • 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 It was decided to purchase 1 copy of each publication	Clerk
37	Planning: a. BC decisions: None b. New planning applications: none.	
38	Finance a. Noted that the Certificate of exemption from limited assurance review AGAR 2020-21 has been submitted. b. Chiltern Society asking for donations- “Our Chilterns in Crisis Appeal”- move to next meeting c. Approve amendments to Bank mandate- move to the next meeting d. Bank reconciliation to be checked and signed. - move to the next meeting e. Budget review- see below. Move to the next meeting f. S/O for staff costs June and July @ £ 340.00 per month approved g. Clerk hours noted: <ul style="list-style-type: none"> • Monthly contracted hours 25 hours and 10 minutes 	clerk clerk clerk clerk

	<ul style="list-style-type: none"> 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 <p>h. The following payments as listed below were approved:</p> <table border="1" data-bbox="268 232 1161 696"> <thead> <tr> <th>Beneficiary</th> <th>Description</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>BALC</td> <td>Managing difficult people course -1/2</td> <td>15.00</td> </tr> <tr> <td>MJJ Carpentry</td> <td>Notice boards repairs</td> <td>200.00</td> </tr> <tr> <td>TBS Hygiene Ltd</td> <td>Dog bins emptying- May</td> <td>48.00</td> </tr> <tr> <td>TBS Hygiene Ltd</td> <td>Dog bins emptying- June</td> <td>48.00</td> </tr> <tr> <td>Princes Risborough TC</td> <td>Grass cutting May</td> <td>76.68</td> </tr> <tr> <td>D Hansen</td> <td>Clerk's expenses</td> <td>21.48</td> </tr> <tr> <td>Chilterns Society</td> <td>2021/22 subscription by DD</td> <td>30.00</td> </tr> <tr> <td>Total</td> <td></td> <td>439.16</td> </tr> </tbody> </table> <p>It was noted that the bank balances on the agenda were incorrect the clerk to correct the figures in the minutes.</p> <table data-bbox="391 801 1093 1131"> <tr> <td>Funds available:</td> <td>£</td> </tr> <tr> <td>Opening balances 05/07/21</td> <td></td> </tr> <tr> <td>HSBC Current account</td> <td>6,731.09</td> </tr> <tr> <td>HSBC no 2 account(fete)</td> <td>776.00</td> </tr> <tr> <td>NS&I @ 31/12/20</td> <td><u>2,567.43</u></td> </tr> <tr> <td></td> <td>10,074.52</td> </tr> <tr> <td>Less expenditure incl July payments</td> <td>439.16</td> </tr> <tr> <td>Less July Salary</td> <td>340.00</td> </tr> <tr> <td>FUNDS AVAILABLE July 2021</td> <td><u>9,295.36</u></td> </tr> </table>	Beneficiary	Description	£	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	48.00	Princes Risborough TC	Grass cutting May	76.68	D Hansen	Clerk's expenses	21.48	Chilterns Society	2021/22 subscription by DD	30.00	Total		439.16	Funds available:	£	Opening balances 05/07/21		HSBC Current account	6,731.09	HSBC no 2 account(fete)	776.00	NS&I @ 31/12/20	<u>2,567.43</u>		10,074.52	Less expenditure incl July payments	439.16	Less July Salary	340.00	FUNDS AVAILABLE July 2021	<u>9,295.36</u>	Clerk clerk
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39	<p>Members questions:</p> <p>i. Cllr Andrew Stubbing has been asked to clear and strim the grass around the bus shelter on the A4010 direction Princes Risborough. As this is on a 50mph road, it is outside the devolved services agreement. He will do the job.</p> <p>ii. Cllr Andrew Stubbings asked if he should tidy up the area around the pond. It was agreed he should clear around the pond.</p>	Cllr Stubbings. Cllr Stubbings																																													
	<p>The date of the next ordinary meeting was confirmed as Monday 56th September 2021 at 7pm location TBC.</p> <p>Future meeting dates: Monday 1st November 202</p>																																														

The Chairman.....date.....

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	91.93	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	2368.65	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