

**Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 1<sup>st</sup>  
November 2021 at the Bradenham Cricket Pavilion at 7.00pm**

**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> September 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.
    - v. New bank mandate in place.
    - vi. Update on TfB/BC actions as requested by RAF.
    - vii. To note the RAF live fire training unit.
    - viii. To note pay national pay review 2021/22 negotiations.
    - ix. Reconciliation grass cutting income and expenditure:  
Summary income 15/16-21/22 £4,597.91  
Summary expenditure 15/16-21/22 £4,237.90  
Detail to be reported
6. Meetings/training attended.
  - A4010- quiet surface meetings-Vice Chairman
  - 16/09/21- Warrendene Road Petition-Chairman
  - 14/10/21-Rural Forum
  - 18/10/21- BC Clerks Forum
  - 26/10/21- BC Planning & Environment Services update
7. Updates on activities:
  - i. Rectory Lane bridleway work- update
  - ii. HS2 road safety fund
  - iii. Information Board- Cllr Susan Nims
  - iv. National Trust -update
8. To consider Queen's Green Canopy and any plans for to celebrate the Jubilee
9. To consider Consultation on 20mph zone for residential areas in Buckinghamshire (following the email from BC Cllr Peter Cooper, Wing Ward, 23/09/21)
10. Consider 2022/23 budget plans.

The budget and precept for 2022/23 is generally decided at the January meeting. Consider expenditure items for 2022/23 e.g., tree planting, jubilee celebrations, maybe website upgrades? Suggested draft budget for a first discussion.
11. Planning:
  - a. BC decisions: None

b. New planning application: None

12. Finance:

- a. Receipts: £3,717.50 2<sup>nd</sup> half precept from BC.
- b. Bank reconciliation to be checked and signed.
- c. Wycombe Homeless connection have asked for financial support. We donated to them last year.
- d. To approve S/O for staff costs October & November @ £ 340.00 per month
- e. Clerk hours:
  - Monthly contracted hours 25 hours and 10 minutes
  - Holiday 2.5 hours per month.Hours worked: from 30/08/21 to 25/10/21 (8 weeks= 46.5 hrs net 41.7)  
43 hrs 1 hr O/T bfw 2 hrs O/T
- f. To approve the following payments as listed below:

Cheques to be approved for payment at the meeting:		£
TBS Hygiene Ltd	Dog bins emptying- Sept	48.00
TBS Hygiene Ltd	Dog bins emptying- October	48.00
Princes Risborough TC	Grass cutting September	178.92
Princes Risborough TC	Grass cutting October	127.80
D Hansen	Clerk's expenses	92.24
Total		494.96

Funds available:	£
Opening balances 01/11/21	
HSBC Current account	7,460.76
HSBC no 2 A/c Fete	776.00
NS&I @ 31/12/20	<u>2,567.43</u>
	10,813.19
Less expenditure incl November payments	494.96
Less Nov Salary	340.00
FUNDS AVAILABLE November 2021	<u>9,978.23</u>

13. Members' questions.

14. To confirm date of the next ordinary meeting as Monday, 10<sup>th</sup> January 2022

Future dates:

Monday 14<sup>th</sup> March 2022,

Monday 9<sup>th</sup> May 2022 to include Annual Parish and Annual Parish Council meetings.

Monday 11<sup>th</sup> July 2022.

Monday 12<sup>th</sup> September 2022

Monday 14<sup>th</sup> November 2021. All meetings start at 7pm.

25/10/21

*D Hansen*

Clerk to the Council,  
Riva, Naphill Common, Naphill, High Wycombe, Bucks. HP14 4SZTel: 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:

<b>Expenditure</b>	Ytd 01/11/21 £	Budget as set £	Revised budget £
Clerk's salary	2380.00	4,121	4,121
Admin expenses	165.14	475	475
WFH allowance	0	500	500
Phone	0	10	0
Insurance	326.08	330	330
Audit fee	50.00	50	50
Subscriptions	127.93	145	145
Donations	167.50	360	360
Fete	0	200	0
Std maintenance	200.00	250	300
Devolved services grass cutting	979.80	922	922
Training	75.00	150	150
Sundry	285.00	250	345
Pond	0	100	100
Election	83.03	600	83
Dog waste collection	340.00	540	560
HS2 road safety	0	0	500
Flooding	0	0	0
Vat	280.80	0	0
<b>TOTAL</b>	<b>5460.28</b>	<b>9,003</b>	<b>8,941</b>

<b>Income</b>	Ytd £ 06/09/21	Budget as set £	Revised budget
Precept	7435.00	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
<b>TOTAL</b>	<b>8451.07</b>	<b>8,628</b>	<b>8,567</b>