

**Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 10th
January 2022 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 1st November 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.
 - 15/12/21- BALC report writing course
 - 16/12/21- WDALC
7. Updates on activities:
 - i. Rectory Lane bridleway work- update
 - ii. Pond carpark resurfacing.
 - iii. HS2 road safety fund
 - iv. Information Board- Cllr Susan Nims
 - v. National Trust -update
 - vi. Progress with TfB re hedge cutting along New Road.
8. Devolved services: the original contract with WDC to be moved to BC and extended to 31/12/2024. Annual payment to be increased by 3% to £108.91. PC to agree new contract.
9. To consider plans to celebrate the Queen's Jubilee
10. Bradenham Notice board repairs required urgently.
11. Planning:
 - a. BC decisions: None
 - b. New planning application: None
12. Consider 2022/23 budget and set precept for 2022/23.
13. Finance:
 - a. HSBC has stopped all community accounts, which is what we used to have and has converted our account to a business account. There is a charge of £8 per month per account as of December 2021. We have 2 accounts with them. We might need to consider another bank and immediately closing the 2nd account. Clerk to supply list of bank account available without charges.

- b. Bank reconciliation to be checked and signed.
- c. Consider other donations; donations so far made: £160 to Bradenham Cricket club, £120 to Wycombe Homeless and £7.50 to the RBL, £72.50 remaining in budget
- d. To approve S/O for staff costs December & January @ £ 340.00 per month
- e. Clerk hours:
- Monthly contracted hours 25 hours and 10 minutes
 - Holiday 2.7 hours per month.
- Hours worked: from 25/10/21 to 03/01/22 (10 weeks= 58 hrs net 51.7)
47 hrs 4.7 hrs short O/T bfw 2 hrs O/T CFW 2.7hrs short
- f. To approve the following payments as listed below:

Payments to be approved for payment at the meeting:		£
TBS Hygiene Ltd	Dog bins emptying- November	48.00
TBS Hygiene Ltd	Dog bins emptying- December	60.00
BALC	Report writing course clerk	25.00
D Hansen	Working from Home allowance 2021/22	500.00
D Hansen	Clerk's expenses incl SLCC membership @ £98	138.34
Total		771.34

Funds available:	£
Opening balances 03/01/22	
HSBC Current account	6,108.80
HSBC no 2 A/c Fete	776.00
NS&I @ 31/12/20	<u>2,567.43</u>
	9,452.23
Less expenditure incl January payments	771.34
Less Jan Salary	340.00
FUNDS AVAILABLE January 2021	<u>8,340.89</u>

14. Members' questions.

15. To confirm date of the next ordinary meeting as Monday, 14th March 2022

Future dates:

Monday 9th May 2022 to include Annual Parish and Annual Parish Council meetings.

Monday 11th July 2022.

Monday 12th September 2022

Monday 14th November 2021. All meetings start at 7pm.

03/01/22

D Hansen

Clerk to the Council,
Riva, Naphill Common, Naphill, High Wycombe, Bucks. HP14 4SZ Tel: 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 03/01/22 £	Revised budget £
Clerk's salary	3060.00	4,121
Admin expenses	282.73	475

WFH allowance	500.00	500
Phone	0	0
Insurance	326.08	330
Audit fee	50.00	50
Subscriptions	127.93	145
Donations	127.50	200
Donations in lieu of rent	160.00	160
Fete	0	0
Std maintenance	200.00	300
Devolved services grass cutting	979.80	922
Training	100.00	150
Sundry	299.99	345
Pond	0	100
Election	83.03	83
Dog waste collection	480.00	560
HS2 road safety	0	500
Flooding	0	0
Vat	314.56	0
TOTAL	7091.62	8,941

Income	Ytd £ 03/01/22	Revised budget
Precept	7435.00	7435
WDC devolved services	0	108
BC devolved services	575.29	575
BC grants	0	0
Vat	440.78	441
Interest NS&I	0	8
TOTAL	8451.07	8,567