

**Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 11<sup>th</sup>  
July 2022 at the Cricket Pavilion commencing at 7.00pm**

**Agenda**

1. Apologies
2. John Shaw- Director Chiltern Rangers. He will speak about the work the Chilterns Rangers have been doing in our parish.
3. Disclosure of interest in items on the agenda
4. To confirm the minutes of the parish meeting, the annual parish council meeting, and the ordinary meeting of 9<sup>th</sup> May 2022.
5. 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.*

6. Reports:
  - a. County Councillors
  - b. RAF
  - c. Chairman
  - d. Clerk:
7. Co-option- Trevor Hunt has put his name forward to be co-opted.
8. Meetings/training attended.
  - 23/06/22- BC Rural Forum
9. Updates on activities:
  - a. Monthly and year end HMRC information submitted.
  - b. Defibrillator checked
  - c. Copy submitted to Naphill and WA Gazette and Contact.
  - d. PC members are sent the regular updates from BC and other parties.
  - e. MVAS: subsequent repair carried out, repair costs reclaimed from Zurich insurance.
  - f. Correspondence
  - g. Oak tree
  - h. Traffic issues:
    - parking in the verge by the Red Lion,
    - new signpost on A4010 to include Naphill
    - HS2 Road Safety Fund
    - other
10. Condition of the boundary wall of the church along Bradenham Wood Lane. The PC to ask for repairs.
11. The Queen's Jubilee celebrations in the parish. Review.
12. Buckinghamshire "Call for Sites Engagement" exercise.
13. Buckinghamshire Council Self- build and custom house building register.
14. Planning:
  - a. BC decisions: None
  - b. New planning application:

- 22/06166/FUL Willow Barn, New Road Walter's Ash. Demolition of existing building and construction of replacement storage/showroom building
- 22/06210/LBC Averingdown Farm, Bradenham Road. Listed building application for proposed removal of modern lean-to building on northeast side of outbuilding.
- 22/06364/FUL Bradenham Manor, Bradenham Wood Lane. Application for repairs to south boundary.
- 22/06484/CTREE Bradenham Conservation Area. Fell 1x sycamore, crown reduce by up to 2m x1 orchard apple and remove stem overhanging and affecting ha ha wall x1 yew (T3)

15. Finance:

- Our notification of exempt status for the year ended 31 March 2022 has been logged with the external auditors. By notifying them that Bradenham Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued for this reporting
- Receipts: none
- Approve DD 2022/23 membership Chiltern Society £30
- Approve S/O for staff costs June and July @ £ 346.04 per month
- Clerk hours:
  - Contracted 5.8 hrs /week
  - Holiday 0.6 hrs per week.

Hours: from 03/05/22 to 04/07/22= 8 weeks (46.4-4.8=41.6hrs) worked  
38.5 hrs. 3.1hrs short- bfw 2.4hrs O/T= cfw 0.7 hr short
- Review the accounts year to date

| Expenditure                     | Ytd 11/07/22<br>£ | Budget as set<br>£ |
|---------------------------------|-------------------|--------------------|
| Clerk's salary                  | 1,038.12          | 4,245              |
| Admin expenses                  | 133.38            | 450                |
| Bank charges                    | 24.00             | 0                  |
| WFH allowance                   | 0                 | 500                |
| Insurance                       | 328.54            | 330                |
| Audit fee                       | 50.00             | 50                 |
| Subscriptions                   | 59.89             | 150                |
| Donation (rent)                 | 200.00            | 160                |
| Donations S137                  | 0                 | 200                |
| Fete/Jubilee party              | 150.00            | 300                |
| Std maintenance                 | 130.00            | 400                |
| Devolved services grass cutting | 717.09            | 1014               |
| Training                        | 50.00             | 150                |
| Sundry                          | 0                 | 100                |
| Dog waste collection            | 130.00            | 580                |
| HS2 road safety 2021/22 budget  | 0                 | 500                |
| Project work                    | 0                 | 500                |
| Track maintenance-other         | 0                 | 250                |
| Information board               | 0                 | 160                |
| Mvas batteries insurance claim  | 803.00            | 0                  |
| <b>Subtotal</b>                 | <b>3,814.02</b>   | <b>10,039</b>      |
| Vat                             | 341.30            | 0                  |
| <b>TOTAL</b>                    | <b>4,155.32</b>   | <b>10,039</b>      |

| Income  | Ytd £ 11/07/22 | Budget £ |
|---------|----------------|----------|
| Precept | 3866.00        | 7732     |

|                       |                |              |
|-----------------------|----------------|--------------|
| WDC devolved services | 0              | 108          |
| BC devolved services  | 592.55         | 593          |
| Vat                   | 376.93         | 350          |
| Interest NS&I         | 0              | 0            |
| <b>TOTAL</b>          | <b>4835.48</b> | <b>8,628</b> |

g. To approve the following payments as listed below:

| <i>Payments to be approved at the meeting:</i> | <i>Description</i>               | <i>£</i>         |
|--|----------------------------------|------------------|
| TBS Hygiene Ltd                                | Dog bins emptying May & June     | 48.00<br>48.00   |
| Princes Risborough TC                          | Grass cutting May & June         | 312.91<br>234.68 |
| Swarco   | Repairs to Mvas                  | 225.60           |
|  | Jazz band Jubilee party 05/06/22 | 150.00           |
| D Hansen                                       | Clerk's expenses                 | 144.67           |
| Total  |                                  | 520.27           |

|                                     |                        |
|-------------------------------------|------------------------|
| Funds available:                    | £                      |
| Opening balances 04/07/22           |                        |
| HSBC Current account                | 6,582.35               |
| NS&I @ 31/12/21                     | <u>2,567.69</u>        |
|                                     | 9,150.04               |
| Less expenditure incl July payments | 520.27                 |
| Less July Salary                    | 346.04                 |
| FUNDS AVAILABLE July 2022           | <u><u>8,283.73</u></u> |

16. Members' questions.

17. To confirm date of the next ordinary meeting as Monday 12<sup>th</sup> September 2022

Future meeting dates:

Monday 14<sup>th</sup> November 2022. All meetings start at 7pm

*D Hansen*

Clerk to the Council, 04/07/22  
Riva, Naphill Common, Naphill, High Wycombe, Bucks. HP14 4SZ Tel: 01494-562254, e-mail: [clerkbradenhampc@gmail.com](mailto:clerkbradenhampc@gmail.com)

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