

Minutes of the Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 9th January 2023 at Bradenham Cricket Club commencing at 7.00 pm

Present:

Cllr Peggy Ewart
 Cllr Trevor Hunt
 Cllr Teif Jones
 Cllr Paul Oborn

Chairman
 Vice-Chairman

And also present

Cllr Robert Carington BC Ridgeway West Councillor

Deirdre Hansen Clerk

One member of the public present.

The Chairman welcomed members present

		Action
60	Apologies received and accepted from Cllrs Richard Langridge, Andrew Stubbings, Paul Wooster, BC Cllrs Shade Adoh and Carl Etholen and Bex Bockett- Pugh, RAF representative.	
61	Declarations of interest: None	
62	Approval of minutes The minutes of the ordinary meeting of 7 th November 2022 were confirmed as a true record and signed by the Chairman.	
63	Public question time: No questions.	
64	<p>Reports:</p> <p>a. Buckinghamshire Councillor: BC Cllr Robert Carington reported that:</p> <ul style="list-style-type: none"> Bledlow Ridge Recycling Centre will be opening to the public Monday 16th January 2023. The site will open Friday to Tuesday inclusive, 5 days per week. Oxfordshire residents will be changed to use the recycling centre. Buckinghamshire residents will need to show proof of residency, i.e., council tax bill, driving licence. All details about the site including opening hours can be found on www.buckinghamshire.gov.uk/bledlow-hrc. All visitors to the site are encouraged to look at the website and webcam before their visit to check how busy the site is. The first two weeks of opening will deal with any teething problems. There will also be temporary traffic measures in place in the first two weeks. White lining on Bradenham Woods Lane. The Area Technician, James Tunnard, had reported that the contractors had carried out two sets of remedial work covering the white lines. Their contract has now finished and the problem of the white lines showing is not going to be rectified. TfB don't have the funds to carry out the work. The point was made that it was the contractor who had erroneously painted the white lines on the centre of Bradenham Woods Lane in Bradenham village. It was their responsibility to correct this error. BC Cllr Robert Carington will forward this to James Tunnard. High tension cabling for the data centre at the Molins site. The work has started along Bradenham Woods Lane. 20miles of cabling will need to be laid from Mop End to Saunderton. The Buckinghamshire Council website will give more information on the works. www.buckinghamshire.gov.uk on the one network section. Leaf sweeping in Beech Park. although leaves were swept in Beech park in November, the late fall of leaves means that leaves are blocking drains and gullies in Beech Park. BC Cllr Robert Carington asked if leaves can be swept again in Beech Park 	<p>BC Cllr Robert Carington.</p> <p>BC Cllr Robert Carington</p>

	<ul style="list-style-type: none"> Leaf fall on the footway from Beech Park to New Road has caused a mush of leaves creating a hazard on the footway. It needs to be cleared. Clerk to investigate if this is part of our responsibility under the devolved services agreement and let BC Cllr Robert Carington know. Once responsibility is established clearance needs to be arranged. Parking in High Wycombe. This is a Buckinghamshire responsibility. Dangerous parking damaging pavements in the center of High Wycombe are views as a problem. BC Cllr Robert Carington asked to raise this with the council. <p>b. RAF: not present.</p> <p>c. The Chairman had no further report.</p> <p>d. Clerk's report:</p> <ul style="list-style-type: none"> Clerk reported that she had invited PC Andy Ralph to the meeting at the chairman request. PC Andy Ralph had informed her that he was retiring 09/01/23. She had contacted the rural policing sergeant in Marlow, Sgt Oliver Brixey. He was not able to come to the meeting but intends to issue a regular newsletter to parish and town councils. First issue to be sent out January 2023. If the PC has specific issues they can be raised with him. The PC noted that we have had problems in the parish with illegal hare coursing and damage by vehicles to the green. 	<p>Clerk</p> <p>BC Cllr Robert Carington</p>
65	<p>Meetings/training attended.</p> <ul style="list-style-type: none"> 09/01/23- Clerk had attended GDPR training. One of the main points noted was email retention and the dangers of using personal email addresses. The clerk will circulate a report and provide some suggestions for the PC to take on board. 10/01/23- Chairman to attend training on chairing a meeting The Vice-Chairman is on a waiting list to attend a planning related training course. 	Clerk
66	<p>Updates on activities:</p> <p>a. Monthly and year end HMRC information submitted noted.</p> <p>b. Defibrillator checked monthly noted.</p> <p>c. Copy submitted to Contact via Cllr Peggy Ewart. She has offered to submit copy for contact in the future. Clerk to send her bullet points for an article. The clerk thanked her.</p> <p>d. PC members are sent the regular updates from BC and other parties. Noted</p> <p>e. Reply from Affinity Water re frequent leaks and a permanent repair received and circulated. It was noted that they had addressed our points instead of sending us a standard letter. The meeting discussed to raise another recent leak in Naphill. It was decided not to pursue this.</p> <p>f. Jubilee tree collected 28/11/22. To be planted with the NT. Clerk to chase Neil Harris NT. A tree guard will be required.</p> <p>g. Traffic issues:</p> <ul style="list-style-type: none"> Traffic lights on Bradenham Woods Lane, see item 64.a. this is for high powered cable laying for the data centre in Saunderton. HS2 works on A4010 in the parish. The red surface has now been laid at the junction A4010- Bradenham Woods Lane. The hedges along the A4010 still need to be cut back so the traffic sign can be clearly seen. Once the work has been completed the £500, we have committed to this work will be due. Jim Stevens has been working tirelessly on this project and is keeping an eye on the work. 	<p>Clerk</p> <p>Clerk</p>
67	<p>Buckinghamshire Council Settlement Review as circulated.</p> <p>The review has several errors:</p> <ol style="list-style-type: none"> We don't have 2 food stores in the parish, they are in the neighbouring parish Bus services 300/X30 and 130. These services each serve part of the parish. Clerk to explain which service serves which part of the parish. And the frequency of the 130 service is incorrect. And we question the population number @ 561. <p>Clerk to submit the PC's response.</p>	Clerk
68	<p>Planning:</p> <p>a. BC decisions:</p>	

	<ul style="list-style-type: none"> 22/06364/FUL Bradenham Manor, Bradenham Wood Lane. Application for repairs to south boundary. Amended plans omitting the railing on top of the wall. BC permitted. PC no objection to the amended plan. BC permitted. <p>b. New planning applications:</p> <ul style="list-style-type: none"> 22/08010/CTREE up to 4m crown reduction x2 lime (663,664), fell to ground x young trees (G1), crown reduction up to 3m x1 cherry (OF1) and remove tree x 1 Bird cherry (OF2). Between meetings PC no objections, BC decided not to make a TPO. 																																																	
69	<p>Salary increases clerk:</p> <ul style="list-style-type: none"> The NALC nationally agreed pay rise @ £1 per hour for the clerk back dated to 01/04/22 was agreed. The additional one-day holiday from 1st April 2023, taking the total from 22 to 23 days. Excluding bank holidays was agreed. The additional three days for those with five years' service or more remains the same. The clerk has 22 years' service hence already has 25 days holiday. The clerk thanked the PC. 																																																	
70	<p>Finance:</p> <p>a. It was agreed to set the budget 2023/24 @ £9,157. The coronation fete to be funded by the £626 from reserves. It was agreed to increase the precept by 2% to £7,887. This will leave a short fall of £169 to be met from reserves. The clerk to investigate alternative, cheaper dog bin collections services ensuring dog waste is dealt with in an appropriate way. It was notes that for 2024/25 a new PC laptop may need to be considered. Current laptop purchased in 2016. It is slowing down.</p> <p>b. Donations were not considered, move to next meeting. £154.99 left in budget. To date £200 donation to the cricket club and £5.01 donation to the RBL. Last year we donated to Saunderton hostel and the One Can Trust</p> <p>c. The staff costs by S/O for December @ £ 346.04 per month and for January @ £371.21 were approved.</p> <p>d. 9 months (April- December) back pay @ £25.17 per month= £226.53 for clerk was approved.</p> <p>e. The clerk's working from home allowance for the year as suggested by NALC @£500 was approved.</p> <p>f. Clerk hours noted:</p> <ul style="list-style-type: none"> Contracted 5.8 hrs /week Holiday 0.6 hrs per week. <p>Hours: from 31/10/22 to 09/12/22= 6 weeks (34.8-5.4=29.4) worked 26hrs plus 6hrs. Clerk on sick leave from 09/12/22</p> <p>g. Review the accounts year to date</p> <table border="1" data-bbox="188 1473 1098 2056"> <thead> <tr> <th>Expenditure</th> <th>Ytd 09/01/23 £</th> <th>Budget as set £</th> </tr> </thead> <tbody> <tr> <td>Clerk's salary</td> <td>3,366.06</td> <td>4,245</td> </tr> <tr> <td>Admin expenses</td> <td>378.13</td> <td>450</td> </tr> <tr> <td>Bank charges</td> <td>72.00</td> <td>0</td> </tr> <tr> <td>WFH allowance</td> <td>500.00</td> <td>500</td> </tr> <tr> <td>Insurance</td> <td>328.54</td> <td>330</td> </tr> <tr> <td>Audit fee</td> <td>50.00</td> <td>50</td> </tr> <tr> <td>Subscriptions</td> <td>125.89</td> <td>150</td> </tr> <tr> <td>Donation (rent) S137</td> <td>200.00</td> <td>160</td> </tr> <tr> <td>Donations S137</td> <td>5.01</td> <td>200</td> </tr> <tr> <td>Fete/Jubilee party</td> <td>250.00</td> <td>300</td> </tr> <tr> <td>Std maintenance</td> <td>130.00</td> <td>400</td> </tr> <tr> <td>Devolved services grass cutting</td> <td>1,021.31</td> <td>1014</td> </tr> <tr> <td>Training</td> <td>50.00</td> <td>150</td> </tr> <tr> <td>Sundry</td> <td>0</td> <td>100</td> </tr> <tr> <td>Dog waste collection</td> <td>400.00</td> <td>580</td> </tr> </tbody> </table>	Expenditure	Ytd 09/01/23 £	Budget as set £	Clerk's salary	3,366.06	4,245	Admin expenses	378.13	450	Bank charges	72.00	0	WFH allowance	500.00	500	Insurance	328.54	330	Audit fee	50.00	50	Subscriptions	125.89	150	Donation (rent) S137	200.00	160	Donations S137	5.01	200	Fete/Jubilee party	250.00	300	Std maintenance	130.00	400	Devolved services grass cutting	1,021.31	1014	Training	50.00	150	Sundry	0	100	Dog waste collection	400.00	580	Clerk
Expenditure	Ytd 09/01/23 £	Budget as set £																																																
Clerk's salary	3,366.06	4,245																																																
Admin expenses	378.13	450																																																
Bank charges	72.00	0																																																
WFH allowance	500.00	500																																																
Insurance	328.54	330																																																
Audit fee	50.00	50																																																
Subscriptions	125.89	150																																																
Donation (rent) S137	200.00	160																																																
Donations S137	5.01	200																																																
Fete/Jubilee party	250.00	300																																																
Std maintenance	130.00	400																																																
Devolved services grass cutting	1,021.31	1014																																																
Training	50.00	150																																																
Sundry	0	100																																																
Dog waste collection	400.00	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
Subtotal	7,679.94	10,039
Vat	473.56	0
TOTAL	8,153.50	10,039

Income	Ytd £ 09/01/23	Budget £
Precept	7,732.00	7732
WDC devolved services	108.91	108
BC devolved services	592.55	593
Vat	376.93	350
Interest NS&I	0	0
Insurance claim	225.60	0
TOTAL	9,035.99	8783

h. The following payments as listed below were approved:

<i>Payments approved at the meeting:</i>	<i>Description</i>	<i>£</i>
TBS Hygiene Ltd	Dog bins emptying Nov	48.00
TBS Hygiene Ltd	Dog bins emptying Dec	60.00
D Hansen	Clerk working from home allowance 2022/23	500.00
D Hansen	Clerk's expenses incl £101 SLCC membership 2023.	144.33
D Hansen	Clerk backpay April- December (9 months)	226.53
Total		978.86

Clerk

Funds available:	£
Opening balances 20/12/22	
HSBC Current account	7,058.79
Less December salary	346.04
Less January salary	371.21
Less January bank charges	8.00
Less expenditure incl Jan. payments	978.86
Current a/c funds Jan 2022	5,354.68
Add	
NS&I @ 31/12/21	<u>2,567.69</u>
Total Funds available	7,922.37

71 **Members questions:** None

59 **Future meeting dates agreed:**

Next meeting Monday 13th March 2023

Monday 15th May 2023, incl. Annual Parish Meeting and Annual Parish Council meeting

Monday 3rd July 2023,

Monday 11th September 2023,

Monday 13th November 2023. All meetings start at 7pm

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

