

Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 13th November 2023 at the Cricket Pavilion commencing 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 11th September 2023.
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. Can we change the May meeting date by a week to 20th May?
6. Meetings/training attended.
 - 10/10/23- BC Clerk Forum @ Amersham
7. Updates on activities:
 - a. Monthly HMRC information submitted.
 - b. Defibrillator checked
 - c. Copy submitted to Naphill and WA Gazette and Cllr Ewart submitted to Contact.
 - d. PC members are sent the regular updates from BC and other parties.
 - e. Clerk has written to NT- Clearing of run off on Bradenham hill
 - f. Quotes for Bradenham noticeboard repair requested.
 - g. Hedges, clerk has contacted BC Area technician as first step and cc BC Cllr Carl Etholen.
8. 2024/25 Budget. Draft budget to review and consider plans for 2024/25. Budget to be confirmed at the January meeting.
9. New larger dog waste bin.

Due to the dog waste bin in Bradenham village at times overflowing the PC decided to buy a larger 50L dog waste bin. It turns out the contractor emptying the dog bins can't handle a 50L sack. Consider a second dog bin by the pond carpark.

 - 25L Glasdon @ £115.68 plus £12.50 delivery
 - Add below ground fixing post plus concrete £31.24
 - Earth anchor post adaptor kin £11.99
 - Brackets £6.21
 - Chippings
 - Self-installation.
 - Total cost £177.62 plus £5.37/ week emptying.

Our previous dog bin emptying supplier can deal with a 50L at a cost of £.....TBC

10. The Local Government Service Pay Agreement 2023 for the clerk to be considered. Once approved backpay to be made to 1st April 2023.
11. Planning:
 - a. BC decisions: None

- b. Outstanding planning application:
- 23/06485/FUL. Willow Barn, New Road Walter's Ash. Demolition of existing building and construction of replacement storage/showroom building. PC objected.
- c. New planning applications: 23/06775/CLE. Bradenham Manor. Certificate of Lawfulness for existing use confirming that existing C2 use class exists that allows a new residential training and educational facility under long term lease.

12. Finance:

- a. £3,943.50 received from BC 2nd half of 23/24 precept.
- b. RBL poppy wreath ordered and paid following last year's decision a £5.01 donation was made. Including delivery total cost £ 28.99
- c. Approve a £5.01 S137 donation to RBL included in the poppy wreath purchase.
- d. Approve S/O for staff costs October and November @ £ 371.21 per month
- e. Approve Monthly bank charges @ £8.
- f. Clerk hours:
- Contracted 5.8 hrs /week
 - Holiday 0.6 hrs per week.
- Hours: from 05/09/23 to 06/11/23= 9 weeks (52.2-5.4=46.8hrs) worked 48.75 hrs= 1.95 hrs over bfw 0.55 hrs O/T. 2.5 O/T

Review the accounts year to date

Expenditure	Ytd 13/11/23 £	Budget as set £
Staff costs	2598.47	4,544
Admin expenses	153.79	450
WFH allowance	0	500
Insurance	345.42	330
Audit fee	50.00	55
Subscriptions	125.72	150
Donations rent	220.00	200
Donations	5.01	160
Coronation picnic	296.82	£296.82 from reserve
Std maintenance	287.00	750
Devolved services grass cutting	1290.60	1123
Training	20.00	100
Sundry	19.98	100
Dog waste collection	326.28	599
Bank charges	56.00	96
Vat	348.55	0
TOTAL	6143.64	9157

Income	Ytd £ 13/11/23	Budget £
Precept	7887.00	7887
WDC devolved services	108.91	108
BC devolved services	645.88	593
Vat	524.81	500
Interest NS&I	0	0
Use of reserve	0	69.00
TOTAL	9166.60	9157

- g. In between meetings invoices SI 909(Sept) & SI 967(October) from Tactical Facilities management ltd of £51.55 and £ 51.55 were paid for dog bin emptying.

h. To approve the following payments as listed below:

Payments to be approved for payment at the meeting:		£
Princes Risborough TC	Grass cutting Sept	344.16
D Hansen	Clerk's expenses incl Poppy wreath	76.07
Total		420.23

Funds available:	£	£
Opening balances 06/11/23		
HSBC Current account		7,445.25
Less expenditure incl Nov payments	420.23	
Less November bank charges	8.00	
Current A/C November 2023		7,017.02
Add NS&I @31/12/22		<u>2,570.08</u>
TOTAL Funds		<u>9,587.10</u>

13. Members' questions.

14. To confirm date of the **next ordinary meeting as Monday 15th January @7pm.**

Future 2024 meeting dates:

Monday 11th March

Monday 13th May including Annual Parish meeting and Annual Parish Council meeting

Monday 15th July

Monday 9th September

Monday 11th November. All meetings start at 7pm

D Hansen

Clerk to the Council, 07/11/23
Riva, Naphill Common, Naphill, High Wycombe, Bucks. HP14 4SZ e-mail:
clerkbradenhampc@gmail.com

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