



	<p>room's wedding licence was used at weekends for weddings, which benefitted the village church, St Botolph's. In recent years little use has been made of the wedding licence, but the parish council would support the facility's use as a wedding venue.</p> <p><i>BC Cllrs Shade Adoh and Carl Etholen left the meeting.</i></p> <p>b. RAF: Not present, no report.  c. Chairman; thanked Cllr Peggy Ewart and Richard Langridge for laying the Parish Council's poppy wreath at the Remembrance Service on Sunday 12<sup>th</sup> November at St Botolph's church.  d. Clerk;  i. The clerk had asked for the May 2024 meetings to be moved to Monday 20<sup>th</sup> May, that was agreed. The clerk thanked the meeting.</p>	Clerk
45	<p><b>Meetings/training attended.</b></p> <ul style="list-style-type: none"> <li>10/10/23- Clerk Forum @ Amersham attended by clerk. The BALC Conference 17/10/23 had been mentioned. Erroll Crawford, BC customer service manager had introduced himself as had Tracey Eaton who looks after "Fix my Street". Zoe Ford the devolution officer was present and had reminded parish councils that there is no funding in devolved services for weeding.</li> </ul>	Clerk
46	<p><b>Updates on activities:</b></p> <p>a. Monthly and year end HMRC information submitted.  b. Defibrillator checked by Cllr Paul Wooster  c. Copy submitted to Naphill and WA Gazette and Contact noted.  d. PC members are sent the regular updates from BC and other parties.  e. Clerk had written to NT again- Clearing of run offs on Bradenham Hill, no reply as yet.  f. Two quotes for Bradenham noticeboard have been requested, no reply yet. clerk may need to seek another quote.  g. Hedges and footway on A4010 between the Old Rectory and Avering Down Farm. The Local Area Technician had informed the clerk that the hedges are the landowner's responsibility, clerk to contact landowner. The footway is BC's responsibility. The Local Area Technician is concerned that siding out of the footway would cause damage. By removing the weeds and growth the machinery used would tear the footway to pieces leaving BC with a bigger problem. The PC is of the opinion that the footway has a dual use as footway and cycle way and should be maintained to encourage walking and cycling. The A4010 is not safe for cyclists. The currently overgrown path is also a slip hazard. The clerk to write to the Local Area Technician that the PC insists the footway is restored to full use copying BC Cllrs in her email.</p>	Clerk  Clerk  Clerk
47	<p>2024/25 Draft budget was discussed. Members to review the draft budget for a decision on the 2024/25 precept at the January meeting. Clerk to update budget for the next meeting.</p>	Clerk
48	<p>New larger dog waste bin.  It was agreed to move this item to the next agenda</p>	Clerk
49	<p>The PC considered and approved the Local Government Service Pay Agreement 2023 for the clerk. Backpay 1<sup>st</sup> April 2023 to 30 November (35 weeks) was approved. the clerk thanked the meeting.</p>	
50	<p><b>Planning:</b></p> <p>a. BC decisions: None  b. Outstanding planning application:  <ul style="list-style-type: none"> <li>23/06485/FUL. Willow Barn, New Road Walter's Ash. Demolition of existing building and construction of replacement storage/showroom building. PC objected.</li> </ul> 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. See above item 44.vi.</p>	

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**Finance:**

- a. 3,943.50 received from BC 2<sup>nd</sup> half of 23/24 precept.
- b. RBL poppy wreath ordered and paid for including a £5.01 donation and delivery total cost £ 28.99
- c. A £5.01 S137 donation to RBL included in the poppy wreath purchase approved.
- d. Staff costs October and November @ £ 371.21 per month per S/O approved. clerk's backpay of 35 weeks @5.8hrs/week was approved.
- e. Monthly bank charges @ £8 approved.
- f. Clerk hours noted:
- 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

Accounts year to date reviewed.

<b>Expenditure</b>	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	<b>£296.82 from reserve</b>
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	64.00	96
Vat	348.55	0
<b>TOTAL</b>	<b>6151.64</b>	<b>9157</b>

<b>Income</b>	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
<b>Use of reserve</b>	<b>0</b>	<b>69.00</b>
<b>TOTAL</b>	<b>9166.60</b>	<b>9157</b>

- g. A bank reconciliation was signed.
- h. In between meetings invoices SI 909 (Sept) & SI 967 (Oct) from Tactical Facilities management ltd of £51.55 and £51.55 were paid for dog bin emptying.
- i. The following payments as listed below were approved:

Payments approved for at the meeting:		£
Princes Risborough TC	Grass cutting September	344.16
D Hansen	Clerk's expenses	76.07

Clerk

	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		
	Less Tactical Fac. Mgt	51.55		
	Current A/C November 2023		6,965.47	
	Add NS&I @31/12/22		<u>2,570.08</u>	
	TOTAL Funds		<u>9,535.55</u>	
52	<b>Members questions:</b> None			
53	The date of the next ordinary meeting was confirmed as <b>Monday 15<sup>th</sup> January @7pm.</b>  <b>Future 2024 meeting dates:</b> <b>Monday 11<sup>th</sup> March</b> <b>Monday 20<sup>th</sup> May including Annual Parish meeting and Annual Parish Council meeting</b> <b>Monday 15<sup>th</sup> July</b> <b>Monday 9<sup>th</sup> September</b> <b>Monday 11<sup>th</sup> November. All meetings start at 7pm</b>			

The Chair.....date.....