

**Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 15th
January 2024 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 13th November 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:- Martyn's Law
6. Meetings/training attended.
 - 23/11/23 Planning Demystified Cllr Peggy Ewart attended.
 - 15/12/23 Bucks SLCC meeting @ West Bletchley clerk attended.
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. There has been some clearing.
 - f. Quotes for Bradenham noticeboard repair requested.
 - g. Hedges, clerk has written to landowner.
 - h. Footpath along the A4010. Clerk has written to LAT James Tunnard stating the PC wants the path maintained to allow cycling and walking.
8. Dog waste bins.
Contractor will monitor how full the village bin is on a weekly basis. They are not increasing their prices for 2024.
9. Biodiversity Duty.
10. Planning:
 - a. BC decisions: None
 - b. Outstanding planning applications:
 - 23/06485/FUL. Willow Barn, New Road Walter's Ash. Demolition of existing building and construction of replacement storage/showroom building. PC objected.
 - 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. PC confirmed the long-standing use.

- c. New planning applications: 23/07887/FUL. The Paddocks, Ashburnham Drive. Householder application for proposed construction of single storey rear/side extension.

11. Finance:

- a. 2024/25 Budget. Draft budget to be review and approved
 b. Set Precept for 2024/25
 c. Consider 2023/24 donations. Last year we donated £154.99 to the PCC for repairs to the church clock. Year to date donations £5.01 to the RBL.
 d. Approve S/O for staff costs December and January @ £ 396.38 per month
 e. Approve Monthly bank charges @ £8.
 f. Sign the bank reconciliation.
 g. Clerk hours:
- Contracted 5.8 hrs /week
 - Holiday 0.9 hrs per week.
- Hours: from 06/11/23 to 08/01/24= 9 weeks (52.2-8.1=44.1hrs) worked 46 hrs=2 hrs O/T bfw 2.5 O/T= 4.5hrs O/T

Review the accounts year to date

Expenditure	Ytd 08/01/24 £	Budget as set £
Staff costs	3,569.06	4,544
Admin expenses	319.35	450
WFH allowance	500.00	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	80.00	100
Sundry	19.98	100
Dog waste collection	422.94	599
Bank charges	80.00	96
Vat	372.10	0
TOTAL	7,984.00	9157

Income	Ytd £ 08/01/24	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

- h. In between meetings invoices SI 1063 (November) from Tactical Facilities management ltd of £64.44 was paid for dog bin emptying.
 i. To approve the following payments as listed below:

Payments to be approved for payment at the meeting:	£

BALC	Planning demystifies-Cllr Ewart	60.00
Tactical Facilities Management	Dog bin emptying December	51.55
D Hansen	Clerk's expenses incl SLCC membership @ £112	169.78
D. Hansen	2023/24 Clerk Working from home allowance	500.00
Total		781.33

Funds available:	£	£
Opening balances 09/01/24 HSBC Current account	5,922.44	
Less expenditure incl Jan payments	781.33	
Less January bank charges	8.00	
Current A/C January 2024		5,133.11
Add NS&I @31/12/22		<u>2,570.08</u>
TOTAL Funds		7,703.19

12. Members' questions.

13. To confirm date of the **next ordinary meeting as Monday 11th March @7pm.**

Future 2024 meeting dates:

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, 08/01/24
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.