

**Minutes of the Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 15th
January 2024 at Bradenham Cricket Club commencing at 7.00 pm**

Present:

Cllr Peggy Ewart	
Cllr Teif Jones	Chair
Cllr Richard Langridge	
Cllr Paul Oborn	Vice-Chair
Cllr Andrew Stubbings	
Cllr Paul Wooster	

And also present

Cllr Robert Carington	BC Ridgeway West Cllr
Deirdre Hansen	Clerk

		Action
54	Apologies received and accepted from Cllr Trevor Hunt.	
55	Declarations of interest: None	
56	Approval of minutes The minutes of the ordinary meeting of 13 th November 2023 were approved as a true record and signed by the Chair.	
57	Public question time: No public present.	
58	Reports: <ul style="list-style-type: none"> a. Buckinghamshire Councillors: moved down the agenda. b. RAF: Not present, no report. c. Chairman: nothing further to report. d. Clerk: <ul style="list-style-type: none"> i. The clerk gave a brief description of Martyn's law which is due to go through parliament. Unlikely to affect the PC as it is more relevant to indoor events and events for 100 plus people. We would need to consider Martyn's Law in any risk assessment for an event. It is relevant for a ticketed event for less than 100 attendees. 	
59	Meetings/training attended. <ul style="list-style-type: none"> • 23/11/23 Planning Demystified Cllr Peggy Ewart attended. She had found it very interesting. There had been a lot of changes in planning legislation in recent years. All attendees were reminded that any objections to planning applications had to be material. Permitted development rights have been widened. • 15/12/23 Bucks SLCC meeting @ West Bletchley clerk attended. Martyn's Law was covered, budgeting for salaries 2024/25, and issues with procurement. 	
60	Updates on activities: <ul style="list-style-type: none"> 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. Some clearing has been done. f. Quotes for Bradenham noticeboard to be chased up now weather has improved. g. Hedges, clerk has written to the landowner and they have cut back the hedges. h. Footway on A4010 between the Old Rectory and Avinger Down Farm. The clerk has written to the Local Area Technician informing him that the PC is requesting BC to side out and maintain the footpath to ensure safe passage for pedestrians and cyclists. BC Cllr Robert Carington reminded the PC that the A4010 is part of the BC Transport Strategy for High Wycombe as approved by the Council. They have adopted the Local Cycling and Walking Infrastructure Plan (LCWIP) for High 	Clerk & Cllr Paul Wooster

	<p>Wycombe of which the A4010 is part. The clerk to remind the LAT of this. She has also reported the problem on Fix my Street.</p> <p>i. Potholes on Rectory Lane also reported on Fix my Street.</p>	Clerk
61	<p>BC Cllr Robert Carington asked</p> <p>a. if there had been any progress on the potholes on Rectory Lane. As yet no, he will take it up.</p> <p>b. Gullies and drains Bradenham Woods Lane in the village: these have now been cleared and an internal investigation is ongoing, why they had been reported cleared when no such thing had happened. The gullies/drains at the top of Bradenham Woods Lane and the ones in Beech Park are now also full of leaves causing flooding in heavy rain, can they be cleared.</p> <p>c. He was informed of a "keep left" sign on the A40 in West Wycombe had come of its bollard leaving a concrete bollard in the middle of the road as a traffic hazard, can this be repaired ASAP.</p>	BC Cllr Robert Carington
62	<p>Dog Waste bin:</p> <p>It has been noted that the dog waste bin in Bradenham village is well used and frequently near overflowing. The PC agreed to buy a second 25L bin for the carpark by the pond to be sited by the hedge at the end of the footpath. Clerk to send the prices as previously quoted for 25L bins to the Cllrs. It was agreed that after consultation she could purchase a bin at a maximum price of £250 excluding installation.</p>	Clerk
62	<p>Biodiversity Duty:</p> <p>Under the 2021 Environment Act public authorities operating in England must consider what they can do to conserve and enhance biodiversity.</p> <p>The PC does not own any land, it does maintain the village pond with the help of Cllr Andrew Stubbing.</p> <p>The PC will put a biodiversity policy in place.</p> <p>The clerk to bring a draft policy for the PC to the next meeting.</p>	Clerk
63	<p>Planning:</p> <p>a. BC decisions: None</p> <p>b. Outstanding planning application:</p> <ul style="list-style-type: none"> • 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 use. <p>c. New Planning Application:</p> <ul style="list-style-type: none"> • 23/07887/FUL. The Paddocks, Ashburnham Drive. Householder application for proposed construction of single storey rear/side extension. PC no objection. 	
64	<p>Finance:</p> <p>a. 2024/25 Budget. A budget of £10,336 was agreed, some movement between cost allocations to allow for the purchase of a third dog waste bin.,</p> <p>b. It was agreed to set the Precept for 24/25 at £9,059 with the intention to balance the books for the year 2024/25.</p> <p>c. Consider 2023/24 donations. To be moved to the next meeting. Clerk to make enquiries if Saunderton Hostel is still operating.</p> <p>d. S/O for staff costs December and January @ £ 396.38 per month approved.</p> <p>e. Monthly bank charges @ £8. Approved.</p> <p>f. Clerk hours noted and approved:</p> <ul style="list-style-type: none"> • Contracted 5.8 hrs /week • Holiday 0.9 hrs per week. <p>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</p> <p>Accounts year to date review and bank reconciliation signed.</p>	<p>Clerk</p> <p>Clerk</p>

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

g. It was noted that between meetings invoices SI 1063 (November) from Tactical Facilities management ltd of £64.44 was paid for dog bin emptying.

h. The following payments as listed below were approved:

Payments approved for payment:		£
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

Clerk

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 TOTAL Funds	<u>2,570.08</u> 7,703.19	
65	Members questions: a. The track up Bradenham Hill to the Cricket Club is in a dreadful state. Clerk to write to National Trust asking for the many potholes to be made good. This would encourage people to park by the cricket club. b. It was noted that there are now 11 barn owls at Manor Farm.		Clerk
66	The date of the next ordinary meeting was confirmed as Monday 11th March @7pm. Future 2024 meeting dates: Monday 20th May including Annual Parish meeting and Annual Parish Council meeting Monday 15th July Monday 9th September Monday 11th November. All meetings start at 7pm		

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