

Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 15th July commencing at 7.00pm at Bradenham Cricket club.

Agenda

1. Apologies
2. Disclosure of interest in items on the agenda
3. To confirm the minutes of the annual Parish Meeting, the annual Parish Council meeting, the ordinary meeting of 20th May 2024.
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. National Trust
 - d. Chairman
 - e. Clerk
6. Meetings/training attended.
 - 10/06/24-BC Planning forum on Teams. Clerk attended.
 - 18/06/24- RAF Station Commander Annual Reception. Chair and Vice-Chair attended.
 - 19/06/24- Meeting with RAF and Lacey Green PC on speeding plus street lighting. Chair and Clerk attended.
 - 15/07/24 BC Town and Parish Clerk's Forum. Clerk to attend.
7. Updates on activities:
 - a. Monthly and year end HMRC information submitted.
 - b. Defibrillator checked by Cllr Paul Wooster
 - 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. New notice board
 - f. Hedges, trees and verges
8. Policies:
 - 1) Privacy notice to be reviewed.
 - 2) Retention of documents policy to be reviewed.
 - 3) Social media to be reviewed.
 - 4) Street lighting Policy to be reviewed.
9. Appoint the village fete committee
10. Review and adopt updated Standing Orders
11. Planning:
 - a. BC decisions: None
 - b. Outstanding planning applications awaiting decision:
 - 23/06458/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:

- 24/06203/FUL 3 Beech Park, Walter's Ash. Householder application for conversion of integral garage into living accommodation forming family room.
- d. To consider asking BC Conservation Officer to do a short presentation on listed buildings and conservation areas.

12. Finance:

- Review the accounts year to date 15/07/24.
- Request from Wycombe Homeless connection for financial support in particular to reopen their winter shelter.
- Consider closing the NS&I account and moving it to our HSBC current account. The NS&I account gives 0.85% interest. Balance £ 2,570.08.
- Approve DD @ £30 for the Chiltern Society subscription 2024/25 taken 01/07/24
- Approve S/O for staff costs June and July @ £ 396.38 per month.
- Approve Monthly bank charges @ £8/ mth.
- Clerk hours:
 - Contracted 5.8 hrs /week
 - Holiday 0.9 hrs per week.
 Hours: from 13/05/24 to 08/07/24 = 8 weeks (46.4-7.2=39.2hrs) 47 hours worked. 7.8hrs O/T.

Expenditure	Ytd 15/07/24 £	Budget as set £
Staff costs	1,189.14	4,994
Admin expenses	65.49	450
WFH allowance	0	500
Insurance	357.87	345
Audit fee	55.00	55
Subscriptions	92.79	150
Donations rent	220.00	220
Donations	0	140
Fete	0	220
Std maintenance	0	350
Devolved services grass cutting	586.96	1378
Training	10.00	100
Sundry	0	100
Dog waste collection	241.65	838
Additional dog bin	311.95	250
Saving for new laptop	0	150
Bank charges	32.00	96
Vat	238.03	0
TOTAL	3,400.88	10,336

Income	Ytd £ 15/07/24	Budget £
Precept	4,529.50	9059
WDC devolved services	0	111
BC devolved services	772.26	659
Vat	422.02	500
Interest NS&I	0	37
TOTAL	5,723.78	10366

- h. In between meetings the following invoices were paid:
- invoice SI 1702 (May) from Tactical Facilities management ltd of £77.33 was paid for dog bin emptying.

Payments to be approved for payment at the meeting:		£
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Tactical Facilities Management	Dog bin emptying June	77.33
Princes Risborough TC	Grass cutting	367.49
D Hansen	Clerk's expenses	19.49
Total		464.31

Funds available:	£	£
Opening balances 08/07/24		
HSBC Current account	6,428.05	
Less expenditure incl July payments	464.31	
July salary	396.38	
Current A/C July 2024		5,567.36
NS&I @31/12/22		<u>2,570.08</u>
TOTAL Funds		8,138.44

13. Members' questions.

To confirm date of the **next ordinary meeting as Monday 9th September**
Future 2024 meeting dates:
Monday 11th November. All meetings start at 7pm

D Hansen, Clerk to the Council, clerkbradenhampc@gmail.com

08/07/24

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