

Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 9th September 2024 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 ordinary meeting of 15th July 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 parish at this point.

5. Reports:
 - a. National Trust
 - b. County Councillors
 - i. Registration of Local Footpaths by 2031, is BC up to date?
 - ii. Progress on a town council for High wycombe
 - c. RAF
 - d. Chairman
 - e. Clerk
6. Meetings/training attended.
 - 17/07/24- visit to County Archives to look at 1988-90 minutes for footway lighting.
7. Updates on activities:
 - a. Monthly HMRC information submitted.
 - b. Defibrillator checked by Cllr Paul Wooster
 - c. Cllr Ewart submitted copy to Contact. Copy to Naphill and WA gazette to be submitted in September.
 - d. PC members are sent the regular updates from BC and other parties.
 - e. Hedges, trees and verges
8. Policies:
 - 1) Review training policy
9. PC to decide if it wishes to renew the ex WDC devolved services contract covering Beech Park renewal of grounds maintenance for two years till 31 December 2026. The rate being offered by BC is a 10% increase from £108.91 to £119.80 p.a.
10. CPRE Survey on their NPPF consultation response- emailed to Cllrs 12/08/24
11. Review and adopt updated Financial Regulations
12. 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. Amended plans submitted August 2024.
 - 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.

13. Finance:

- Review the accounts year to date 09/09/24
- NS&I Investment account closed, and funds transferred to HSBC current account £2,604.45.
- Renew subscription 24/25 to the CPRE @ £36 pa or increase the donation?
- Approve S/O for staff costs August and September @ £ 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 08/07/24 to 01/09/24 = 8 weeks (46.4-7.2=39.2hrs) 37.5 hours worked.
 7.8hrs O/T bfw, O/T cfw 6.1hrs

Expenditure	Ytd 09/09/24 £	Budget as set £
Staff costs	1,981.90	4,994
Admin expenses	172.69	450
WFH allowance	0	500
Insurance	357.87	345
Audit fee	55.00	55
Subscriptions	128.79	150
Donations rent	220.00	220
Donations	0	140
Fete	0	220
Std maintenance	0	350
Devolved services grass cutting	893.20	1378
Training	10.00	100
Sundry	0	100
Dog waste collection	322.20	838
Additional dog bin	311.95	250
Saving for new laptop	0	150
Bank charges	40.00	96
Vat	320.38	0
TOTAL	4,813.98	10,336

Income	Ytd £ 09/09/24	Budget £
Precept	4,529.50	9059
WDC devolved services	0	111
BC devolved services	772.26	659
Vat	422.02	500
Interest NS&I	34.37	37
TOTAL	5,723.78	10366

- In between meetings the following invoice was paid:
 - invoice SI 1966 (July) from Tactical Facilities management ltd of £96.66 was paid to Bibby Financial Services for dog bin emptying.

Payments to be approved for payment at the meeting:		£
Tactical Facilities Management	Dog bin emptying August	
Princes Risborough TC	Grass cutting	367.49
CPRE	Subscription 24/25	36.00
D Hansen	Clerk's expenses	112.19
Total		515.68

Funds available:	£	£
Opening balances 02/09/24	7,662.77	
HSBC Current account		
Less expenditure incl September payments		515.66
Current a/c September 2024	<u>7,147.11</u>	

14. Members' questions.

15. To confirm date of the **next ordinary meeting as Monday 11th November 2024**

All meetings start at 7pm

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

02/09/24

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