

Minutes of the Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 9th September 2024 at Bradenham Cricket Club commencing at 7.00 pm.

Present:

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

And also present

BC Cllr Shade Adoh	Ridgeway West
Sqdr Ldr Paul Armstrong	RAF representative
Neil Harris	National Trust Countryside Manager, Hughenden, West Wycombe and Central Chilterns Countryside

Deirdre Hansen	Clerk
----------------	-------

		Action
31	Apologies received and accepted from Cllrs Richard Langridge, Trevor Hunt and from BC Cllrs Robert Carington and Carl Etholen.	
32	Declarations of interest: None were declared.	
33	Approval of minutes The minutes of the Ordinary meeting of 15 th July 2024 were confirmed as a true record and signed by the Chair.	
34	Public question time: No public present.	
35	<p>Reports:</p> <ul style="list-style-type: none"> a. BC Cllr Shade Adoh was asked: <ul style="list-style-type: none"> i. If BC was up to date with the Registration of Local Footpaths, 'Restoring Records' by 2031. She has asked officers the question. Neil Harris informed the PC that nationally several '000 cases still need to be logged. He will raise the question at the Local Access Forum. ii. Progress on a town council for High Wycombe. This will not be progressed as the majority of residents do not wish to pay extra precept. iii. Cllr Shade Adoh noted that winter is coming and people who need support should access the Buckinghamshire Council website to find support. www.buckinghamshire.gov.uk b. National Trust- Neil Harris was asked <ul style="list-style-type: none"> i. about track improvements. There are no funds to do any major improvements this year, which the track would need. He is looking into having some levelling done at the bottom of the track and placing logs on the green to protect the grass, which would be an improvement. ii. Some of the hedges on Bradenham Woods Lane, particularly those of empty properties are obstructing the pavement, can these be cut back? Neil Harris will deal with this. iii. The bottom of Rectory Lane, where it meets the A4010 is a place where a lot of gas canisters are left, would it benefit if the hedges are cuts back? Some discussion ensued. This is a general problem with no easy answer. iv. Bridleways, following some discussion the clerk had had with a BC RoW officer she had raised the question about cars using the bridleway up Bradenham Hill. Neil Harris quoted the Road Traffic Act 1988 s33 that with lawful authority access is permitted. The NT has given authority for cars to use this bridleway. c. RAF: Sqdr Ldr Paul Armstrong reported: 	<p>Clerk</p> <p>Neil Harris</p>

	<ul style="list-style-type: none"> i. The tree branch obscuring the pelican light on New Road is listed to be dealt with. ii. At the last meeting the RAF was asked if they would consider supplying stones for the footpath between Parkwood and the Officers Mess. Sqdr Ldr Paul Armstrong informed the PC that a permanent path should be possible, but getting permission from Natural England because of the SSSI could be difficult and funds are severely limited. The NT have been in discussion with the RAF on this matter. iii. Members mentioned that cycling in the woods is occasionally a problem. iv. the RAF is considering timers on the existing streetlighting when the lights are repaired/renewed. v. Sqdr Ldr Paul Armstrong asked the clerk to send him the details of the hedges on New Road that she has asked BC to cut back. He may be able to have them dealt with. He reported that Lacey Green PC is dealing with the hedges owned by Thames Water. <p>d. Chairman: nothing further to report.</p> <p>e. Clerk reported that:</p> <ul style="list-style-type: none"> i. She had reported to BC the hedges on New Road that needed cutting back. ii. Two letters have been written to Country Supplies requesting their hedges on New Road to be cut back to allow wheelchairs and pushchairs to pass. If the latest deadline is exceeded the clerk will report the matter to the Highways Enforcement team at BC. iii. A member of the public would like to place a memorial bench on the green. The clerk has referred this person to the NT and the cricket club. 	Clerk
36	<p>Meetings/training attended.</p> <ul style="list-style-type: none"> • 17/07/24- clerk visited County Archives to look at 1988-90 minutes for footway lighting. The minutes showed that in 1988 the RAF and PSA (Property Services Agency, an agency of the government 1972-1993) would bear the cost of installation and running of the street lighting between RAF sites 1 and 3 in accordance with the PC wishes. BCC had given its permission and informed the PC. Ref minutes 10/05/88, 13/09/88 and 06/03/89. • The clerk had also noted that in December 1990 the PSA had paid for a bus shelter on New Road by the entrance to RAF no1 site in return the PC had made a substantial donation to the RAF Benevolent Fund. The PC to maintain the bus shelter. 	
37	<p>Updates on activities:</p> <ul style="list-style-type: none"> a. Monthly and year end HMRC information submitted. b. Defibrillator checked by Cllr Paul Wooster c. Copy submitted by Cllr Peggy Ewart Contact. d. PC members are sent the regular updates from BC and other parties. e. Notice board: Bo Dizon has repaired the righthand door and has asked the clerk if the PC would like him to obtain an acrylic sheet for the left-hand door and fit it. The clerk had thanked him and replied that the PC would like him to repair the left-hand door. f. Hedges, trees and verges see 35.e above. 	Clerk
38	<p>Policies, it was noted that:</p> <ul style="list-style-type: none"> 1. The training policy was reviewed. <p>Clerk to place the reviewed policies on the website.</p>	Clerk
39	<p>The PC decided 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.</p>	Clerk
40	<p>CPRE Survey on their NPPF consultation response noted.</p>	
41	<p>The Financial Regulations 2024 were reviewed and adopted.</p> <p>Clerk to place on Website.</p>	Clerk
42	<p>Planning:</p> <ul style="list-style-type: none"> a. BC decisions: <ul style="list-style-type: none"> • 23/06458/FUL. Willow Barn, New Road Walter's Ash. Demolition of existing building and construction of replacement storage/showroom building. PC objected. BC permitted. 	

	<ul style="list-style-type: none"> 24/06203/FUL 3 Beech Park, Walter's Ash. Householder application for conversion of integral garage into living accommodation forming family room. PC no objections and no comment. BC permitted. <p>b. Outstanding planning applications awaiting decision:</p> <ul style="list-style-type: none"> 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. <p>c. New planning applications: None</p>	Clerk																																																																																	
43	<p>Finance:</p> <p>a. The accounts year to date 09/09/24 reviewed.</p> <p>b. NS&I Investment account closed, and funds transferred to HSBC current account £2,604.45. Noted.</p> <p>c. Subscription 24/25 to the CPRE @ £36 pa renewed.</p> <p>d. S/O for staff costs August and September @ £ 396.38 per month approved.</p> <p>e. Monthly bank charges @ £8/ mth approved.</p> <p>f. Clerk hours noted:</p> <ul style="list-style-type: none"> Contracted 5.8 hrs /week Holiday 0.9 hrs per week. <p>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</p> <table border="1" data-bbox="185 813 1382 1603"> <thead> <tr> <th>Expenditure</th> <th>Ytd 09/09/24 £</th> <th>Budget as set £</th> </tr> </thead> <tbody> <tr><td>Staff costs</td><td>1,981.90</td><td>4,994</td></tr> <tr><td>Admin expenses</td><td>172.69</td><td>450</td></tr> <tr><td>WFH allowance</td><td>0</td><td>500</td></tr> <tr><td>Insurance</td><td>357.87</td><td>345</td></tr> <tr><td>Audit fee</td><td>55.00</td><td>55</td></tr> <tr><td>Subscriptions</td><td>128.79</td><td>150</td></tr> <tr><td>Donations rent</td><td>220.00</td><td>220</td></tr> <tr><td>Donations</td><td>0</td><td>140</td></tr> <tr><td>Fete</td><td>0</td><td>220</td></tr> <tr><td>Std maintenance</td><td>0</td><td>350</td></tr> <tr><td>Devolved services grass cutting</td><td>893.20</td><td>1378</td></tr> <tr><td>Training</td><td>10.00</td><td>100</td></tr> <tr><td>Sundry</td><td>0</td><td>100</td></tr> <tr><td>Dog waste collection</td><td>386.64</td><td>838</td></tr> <tr><td>Additional dog bin</td><td>311.95</td><td>250</td></tr> <tr><td>Saving for new laptop</td><td>0</td><td>150</td></tr> <tr><td>Bank charges</td><td>40.00</td><td>96</td></tr> <tr><td>Vat</td><td>333.27</td><td>0</td></tr> <tr><td>TOTAL</td><td>4,891.31</td><td>10,336</td></tr> </tbody> </table> <table border="1" data-bbox="185 1632 1382 1890"> <thead> <tr> <th>Income</th> <th>Ytd £ 09/09/24</th> <th>Budget £</th> </tr> </thead> <tbody> <tr><td>Precept</td><td>4,529.50</td><td>9059</td></tr> <tr><td>WDC devolved services</td><td>0</td><td>111</td></tr> <tr><td>BC devolved services</td><td>772.26</td><td>659</td></tr> <tr><td>Vat</td><td>333.27</td><td>500</td></tr> <tr><td>Interest NS&I</td><td>34.37</td><td>37</td></tr> <tr><td>TOTAL</td><td>5,723.78</td><td>10366</td></tr> </tbody> </table> <p>g. In between meetings the following invoice paid noted:</p> <ul style="list-style-type: none"> invoice SI 1966 (July) from Tactical Facilities management ltd of £96.66 was paid to Bibby Financial Services for dog bin emptying. 	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	386.64	838	Additional dog bin	311.95	250	Saving for new laptop	0	150	Bank charges	40.00	96	Vat	333.27	0	TOTAL	4,891.31	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	333.27	500	Interest NS&I	34.37	37	TOTAL	5,723.78	10366	Clerk Clerk
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	386.64	838																																																																																	
Additional dog bin	311.95	250																																																																																	
Saving for new laptop	0	150																																																																																	
Bank charges	40.00	96																																																																																	
Vat	333.27	0																																																																																	
TOTAL	4,891.31	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	333.27	500																																																																																	
Interest NS&I	34.37	37																																																																																	
TOTAL	5,723.78	10366																																																																																	

	Invoices and expenses approved for payment at the meeting:		£	
	Tactical Facilities Management	Dog bin emptying August	77.33	Clerk
	Princes Risborough TC	Grass cutting	367.49	
	CPRE	Subscription 24/25	36.00	
	D Hansen	Clerk's expenses	112.19	
	Total		593.01	
	Funds available:		£	£
	Opening balances 02/09/24			
	HSBC Current account		7,662.77	
	Less September bank charges		8.00	
	Less expenditure incl September payments		593.01	
	Current a/c September 2024		<u>7,061.76</u>	
44	Members questions			
	a. The dog bins in Bradenham village are overflowing. Clerk to contact Tactical Facilities Management.			Clerk
	b. The PC noted that a resident had written to the PC concerning the busses that run on the A4010. The frequency has been reduced leading to the busses being more crowded.			
	c. Bradenham Festival will be held 16-22 September.			
	d. A fete is planned for 2025. PC involvement not required. We have £229 in reserves to be used for a fete. Fete committee to apply.			Cllr Paul Wooster
45	The date of the next ordinary meeting was confirmed as Monday 11th November 2024			
	Future meeting dates:			
	To be set at the next meeting. All meetings start at 7pm.			

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