

Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 11th November 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 9th September 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. County Councillors
 - b. RAF
 - c. Chairman
 - d. Clerk
6. Meetings/training attended.
 - 02/10/24- Risk Assessment Compliance for Local Councils- online
 - 04/10/24- NALC Micro Councils-online
 - 14/10/24-BC Planning Forum-online
 - 16/10/24- SLCC meeting Aylesbury
 - 22/10/24- BC Clerks Forum Chesham
 - 24/10/24-Rural forum-online
7. Updates on activities:
 - a. Monthly HMRC information submitted.
 - b. Defibrillator checked by Cllr Paul Wooster
 - c. Copy to Contact and Naphill and WA gazette submitted.
 - d. PC members are sent the regular updates from BC and other parties.
 - e. Hedges, trees and verges
8. Princes Risborough Town Council have asked if we are prepared to contribute to their costs of allowing free parking in their carpark near Risborough Springs Leisure Centre.
9. Risk assessments for the PC assets to be approved.
10. Discuss WCAG 2.2
11. Consider 2024/25 budget and any major expenditure. Budget to be agreed in January.
12. Agree meeting dates for 2025:
Suggested dates: Monday 13 January, 3 March, 12 May, 14 July, 8 September, 10 November 2025.
13. Approve Clerk's pay rise inline with the Local Government Services pay agreement 2024/25. And agree to pay the back pay from April 2024 to October 2024 7 months @ £15.60/month=£109.20
14. Planning:
 - a. BC decisions: None
 - b. Outstanding planning applications awaiting decision:
 - 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: None

15. Finance:

- a. Review the accounts year to date 11/11/24
- b. 2nd half 2024/25 precept received £4,529.50
- c. Approve S/O for staff costs October @ £ 396.38 and November @ £411.98 per month.
- d. Approve clerk's back pay April-October 2024 @ £109.20
- e. Approve Monthly bank charges @ £8/ mth.
- f. Clerk hours:
 - Contracted 5.8 hrs /week
 - Holiday 0.9 hrs per week.

Hours: from 02/09/24 to 04/11/24 = 8 weeks (46.4-7.2=39.2hrs) 48.25 hours worked.
9.05 hrs O/T. O/T cfw 15.15 hrs

Expenditure	Ytd 11/11/24 £	Budget as set £
Staff costs	2,774.66	4,994
Admin expenses	225.42	450
WFH allowance	0	500
Insurance	357.87	345
Audit fee	55.00	55
Subscriptions	128.79	150
Donations rent	220.00	220
Donations	5.01	140
Fete	0	220
Std maintenance	26.00	350
Devolved services grass cutting	1,199.44	1378
Training	10.00	100
Sundry	20.41	100
Dog waste collection	531.63	838
Additional dog bin	311.95	250
Saving for new laptop	0	150
Bank charges	64.00	96
Vat	432.60	0
TOTAL	6,362.78	10,336

Income	Ytd £ 11/11/24	Budget £
Precept	9,059.00	9059
WDC devolved services	0	111
BC devolved services	772.26	659
Vat	422.02	500
Interest NS&I	34.37	37
TOTAL	10,287.65	10366

- g. In between meetings the following invoice was paid:
 - invoice SI2305 (Sept) from Tactical Facilities management ltd of £77.33 was paid to Bibby Financial Services for dog bin emptying.
 - Invoice for acrylic sheet @ £26 to Mr Dizon

Payments to be approved for payment at the meeting:		£
Tactical Facilities Management	Dog bin emptying October	96.66
Princes Risborough TC	Grass cutting	367.49
D Hansen	Clerk's expenses	87.23
Total		551.38

Funds available:	£	£
Opening balances 04/11/24		10,679.17
HSBC Current account		
Less expenditure incl November payments	551.38	
Current a/c November 2024		<u>10,127.79</u>

16. Members' questions.

17. To confirm date of the **next ordinary meeting as Monday 13 January 2025**

All meetings start at 7pm

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

04/11/24

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