

Minutes of the Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 3rd March 2025 at Bradenham Cricket Club commencing at 7.00 pm.

Present:

Cllr Peggy Ewart

Cllr Teif Jones

Cllr Richard Langridge

Cllr Paul Oborn

And also present

Sqr Ldr Paul Armstrong

BC Cllr Shade Adoh

BC Cllr Robert Carington

Deirdre Hansen

	The Chair wishes everyone a Happy New Year.	Action
76	Apologies received and accepted from Cllrs Trevor Hunt, Paul Wooster, Andrew Stubbings and from BC Cllr Carl Etholen.	
77	Declarations of interest: None were declared.	
78	Approval of minutes The minutes of the Ordinary meeting of 13 th January 2025 were confirmed as a true record and signed by the Chair.	
79	Public question time: No public present.	
80	Reports: a. BC Cllr Shade Adoh reported 1. on the meeting the PC had had with Greg Smith MP, Simon Kearey, National Trust Trustee, Cllr Richard Langridge, Cllr Paul Wooster, BC Cllr Shade Adoh, Ian Kelly, Greg Smiths' Senior Parliamentary Assistant and the clerk, Deirdre Hansen to discuss the empty National Trust properties in Bradenham. Cllrs verbally reported on the meeting and discussed the loss of community due to these empty properties. West Wycombe is suffering the same problem. The meeting was promising, Greg Smith MP had written to the Secretary of State and had raised the issue in the Commons. The properties in Bradenham are historic, therefore more difficult to bring up the 21 st century required standards. Simon Kearey was going to ask some questions in the NT, about plans, the money situation etc. higher up than our local manager. It was mentioned that the PC would like to see a timeline for bringing properties in Bradenham up to scratch. He would write to Greg Smith with what he has found out. The clerk was actioned to contact Simon Kearey thanking him for his time and asking for an update. He had been asked to enquire what the NT were doing with other properties in their portfolio as the empty property problems is not just a local problem. 2. The situation with the Manor was discussed, there is no update yet. The clerk was asked to place a request for an archaeological survey of the stone meadow (by the side of the Manor) on the next agenda. BC Cllr Robert Carington added that 1. the BC budget had been approved. Due to the financial pressures the Council is under the council tax will rise by 4.99%. 2. The BC cabinet will consider the new Local Plan at a meeting 11/03/25. b. RAF: Sqr Ldr Paul Armstrong reported	<div>Clerk</div> <div>Clerk</div>

	<ol style="list-style-type: none"> 1. that the National Trust have been cutting back trees and hedges on the boundary with the RAF site. 2. The NT have placed a new fence by Anderson yard. 3. He was informed that the footpath along New Road had been sided out. 4. Cyclists on New Road esp. at peak times. The RAF had installed a cycle path to/from No1 site, which should be used by people cycling to No1 site. Sqr Leader Paul Armstrong was asked to remind RAF personnel to use the cycle path so not to hold up traffic by cycling on the road. <p>c. Chairman: the Chair had intended to present BC Cllr Carl Etholen with a personal gift from Bradenham parish councillors at this point. Due to BC Cllr Carl Etholen absence, the Chair will visit him and present the gift at a suitable time.</p> <p>d. Clerk:</p> <ol style="list-style-type: none"> 1. The clerk updated the PC on the latest information on Martyn's Law 2. She informed the PC that our bankers HSBC are carrying out a Safeguarding review of the PC's banking arrangements. She had had a telephone interview with the 03-03-25. The bank should take two weeks to complete their work. 3. She had attended the BC Planning Forum in the morning 03-03-25. The items to note are <ol style="list-style-type: none"> i. the new planning system "One Uniform programme" bringing the four systems of the old district councils together under a new programme, probably at the end of the summer. There will be a black out on the planning system for some time, more information to follow. ii. The new NPPF and those changes. All councils will have to revise their timetables for local plans. The housing land supply in Buckinghamshire will now fall short. The number of new houses to be build has gone up from 2912 pa to 4319 pa. iii. Green Belt/ Grey Belt. BC will carry out a review of the green belt, BC will need to go into the green belt for new houses. 	<p>Sqr Leader Paul Armstrong</p> <p>Chair</p>
81	<p>Meetings/training attended.</p> <p>The clerk reported on the following shirt courses attended:</p> <ul style="list-style-type: none"> • 20-01-25- BC Town and Parish clerk's forum • 31-01-25- BMKALC Buckinghamshire Elections. The clerk to send Cllr Richard Langridge the contact details for the electoral services team at BC. Clerk will send Cllrs the nomination papers and their elector numbers. • 24-02-25-Rural Housing Enabling (Community Impact Bucks). This team covers enabling PC/TC's to build affordable rural housing. A long staged process. 	Clerk
82	<p>Updates on activities:</p> <ol style="list-style-type: none"> a. Monthly HMRC information submitted. b. Defibrillator checked by Cllr Paul Wooster c. Copy to Contact and Naphill and WA gazette submitted. In future the clerk will submit Contact copy to Cllr Richard Langridge. d. PC members are sent the regular updates from BC and other parties. e. The Pension Regulator- re-enrolment and re-declaration: legal duties as an employer completed for the next three years. f. Repairs and maintenance. See minute g. Hedges, trees and verges. Siding out quote for New Road received @ £210 plus Vat. Cllrs reviewed and approved the quote by email. The order was placed and the work carried out 25/02/25 h. Clerk has submitted to BC the precept 2025/26 request of £11,061 i. The Chairman signed the extension of the Devolved Services agreement with BC regarding Beech Park as agreed j. Empty National Trust properties in the village. We had a meeting with Greg Smith 18/02/25 about this issue. See item 80.a.1 k. Track repair, the Chair has sent a letter to Neil Harris NT asking for some urgent repairs. No response received yet. 	Clerk

	<p>l. Nomination for King's Garden Party 20/05/25. It had been agreed to nominate Cllr Andrew Stubbings for the one ticket for the Kings Garden Party due to his long tenure on the PC and the conservation work he has been doing in the parish.</p> <p>m. Chilterns National Landscape Management Plan consultation. No comments submitted.</p>	Clerk																																				
83	Survey to help shape the future of nature in Buckinghamshire and Milton Keynes – Draft Local Nature Recovery Strategy (LNRS). Cllr Richard Langridge agreed to comment on this survey on behalf of the PC.	Cllr Richard Langridge																																				
84	Litter Pick. The PC agreed to carry out a community litter pick Saturday 29 th March. Clerk to prepare poster for notice boards, Cllr Richard Langridge to advertise on village WhatsApp, Cllr Andrew Stubbings to advertise the event on FB, clerk to advertise the event on the “Keep Britain Tidy “website.	Clerk/Cllrs Langridge, Stubbings																																				
85	Pond clearance event. The PC agreed that a clean-up/clearance event was not required at the moment. Wildlife to be encouraged.																																					
86	Village Fete The PC agreed to appoint Cllr Paul Wooster to the village fete committee as the parish Council representative. Cllr Richard Langridge gave a verbal report from Cllr Paul Wooster. The fete will take place 8 th June 2025. The fete committee has raised substantial funds and have sourced their own public liability insurance. The PC was offered a stall at the fete, which was declined. They were asking for a PC contribution towards Morris dancing at the fete. The PC voted on a Resolution to use the £229 in reserves as a contribution towards the cost of a Morris dancer group at the fete. The majority vote rejected the Resolution. Cllr Richard Langridge to inform the fete committee that their request has been refused.	Cllr Richard Langridge																																				
87	VE day 80th Anniversary celebrations 8th May. The PC decided it would not celebrate the 80 th anniversary of VE day.																																					
88	Planning: a. BC decisions: None b. Outstanding planning applications awaiting decision: none. c. New planning applications: None																																					
89	Finance: a. Accounts year to date 3/03/25 reviewed. b. Bank reconciliation approved and signed. c. Donations for 2024/25. Tesco vouchers purchased and delivered @ £134.99 for Saunderton Hostel, acknowledgement and thanks from Hostel received. d. Staff costs March and April 2025 @ £411.98 per month approved. e. Monthly bank charges @ £8/ mth approved. f. ICO Data protection renewal @ £47.00 approved. g. Clerk hours noted: <ul style="list-style-type: none">Contracted 5.8 hrs /weekHoliday 0.9 hrs per week. Hours: from 06/01/25 to 24/02/25 = 7 weeks (40.6-6.3=34.3hrs) 37 hours worked, 2.7hrs O/T.																																					
<table><tr><th>Expenditure</th><th>Ytd £</th><th>Budget as set £</th><th>Variances YTD</th></tr><tr><td>Staff costs</td><td>4531.78</td><td>4,994</td><td>+462.22</td></tr><tr><td>Admin expenses</td><td>465.35</td><td>450</td><td>-15.35</td></tr><tr><td>WFH allowance</td><td>500.00</td><td>500</td><td>0</td></tr><tr><td>Insurance</td><td>357.87</td><td>345</td><td>-12.87</td></tr><tr><td>Audit fee</td><td>55.00</td><td>55</td><td>0</td></tr><tr><td>Subscriptions</td><td>128.79</td><td>150</td><td>+21.21</td></tr><tr><td>Donations rent</td><td>220.00</td><td>220</td><td>0</td></tr><tr><td>Donations</td><td>140.00</td><td>140</td><td>0</td></tr></table>			Expenditure	Ytd £	Budget as set £	Variances YTD	Staff costs	4531.78	4,994	+462.22	Admin expenses	465.35	450	-15.35	WFH allowance	500.00	500	0	Insurance	357.87	345	-12.87	Audit fee	55.00	55	0	Subscriptions	128.79	150	+21.21	Donations rent	220.00	220	0	Donations	140.00	140	0
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Fete	0	220	+220
Std maintenance	91.00	350	+259
Devolved services grass cutting	1,409.44	1378	-31.44
Training	10.00	100	+90.00
Sundry	72.41	100	+27.59
Dog waste collection	806.24	838	+31.76
Additional dog bin	311.95	250	-61.95
Saving for new laptop	0	150	+150
Bank charges	96.00	96	0
Sub total excl Vat	9,195.83	10,336	+1,140.17
Vat	557.80	0	-557.80
1	9,496.63	10,336	

Income	Ytd £	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

- h. In between meetings the following invoices were paid:
- invoice SI 2920 for £77.77 (Jan) and invoice SI2964 for £6.00 from Tactical Facilities management Ltd was paid to Bibby Financial Services for dog bin emptying and disposing of a gas canister.

Payments approved for payment at the meeting:		£
Bibby Financial Services Ltd (for Tactical Facilities Management)	Dog bin emptying February	77.77
Garden Forces	Siding out on New Road	252.00
D Hansen	Clerk's expenses incl Microsoft office 365 (£84.99) annual subscription for PC laptop	123.02
D Hansen	Tesco vouchers for Saunderton hostel	134.99
Total		587.78

Funds available:	£	£
Opening balances 24/02/25		7,384.72
HSBC Current account		
Less bank charges		8.00
Less March payments as above		587.78
Less OCO renewal by DD		47.00
Current a/c March 2025		<u>6,741.94</u>

Clerk

90 Quotes for asset maintenance received.

Clerk

	The PC discussed the two quotes in house and decided to ask Albert Herteliu to repair the bus shelter opposite the Red Lion and revarnish the Walter's Ash notice board. James Glasgow to be asked to repair the Walter's Ash Bus shelter. Clerk to find out when these works can be carried out.	
91	Members questions: none.	
92	The date of the next ordinary meeting was confirmed as Monday 12th May 2025 including Annual Parish Meeting and the Annual Parish Council meeting. The next meeting will be held after the Parish Council elections 1 st May 2025.	

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