## Minutes of the Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 13<sup>th</sup> November 2023 at Bradenham Cricket Club commencing at **7.00** pm

Present:

Cllr Peggy Ewart

Cllr Teif Jones Chair

Cllr Richard Langridge

Cllr Paul Oborn Vice-Chair

Cllr Paul Wooster

And also present

Cllr Carl Etholen BC Ridgeway West Cllr Cllr Shade Adoh BC Ridgeway west Cllr

Deirdre Hansen Clerk

		Action	
40	<b>Apologies</b> received and accepted from Cllrs Trevor Hunt and Andrew Stubbings. And from BC Cllr Robert Carington.		
41	Declarations of interest:		
	None		
42	Approval of minutes		
	The minutes of the ordinary meeting of 11 <sup>th</sup> September 2023 were approved as a true		
	record and signed by the Chair.		
43	Public question time:		
	No public present.		
44	Reports:		
	a. Buckinghamshire Councillors:		
	i. BC Cllr Shade Adoh enquired after contact details for the RAF in Walter's		
	Ash, she wanted to get in touch with them re Lacey Green Parish Council's		
	initiative to reduce the speed on New Road between RAF no 1 site and		
	Lacey Green parish. Cllr Paul Oborn gave her some contact details.		
	ii. The parking situation in High Wycombe town centre since the county went		
	unitary were brought to BC Cllr Carl Etholen 's attention. There is little		
	parking enforcement present, people are not taking note of yellow lines and		
	cars are parked dangerously on a number of roads, in particular Hughenden		
	Road and White Hart Street. Cllr Carl Etholen will take it up with parking enforcement officers.	Cllr Carl Etholen	
	iii. It was also noted that people are parking on the pavement in Walter's Ash.		
	iv. Road sweeping. The road sweeper had recently visited Beech Park and had		
	done a good job. Unfortunately, not all the leaves had fallen and now parts		
	of Beech Park need to be swept again. The best way to report the fallen	Cllrs	
	leaves is use Fix my Street.		
	v. Potholes on Rectory Lane. BCC had promised some years ago to fix the		
	potholes on Rectory Lane once the flood and drainage problems had been		
	sorted. The National Trust has done a lot of work with new run offs and		
	clearing old ones on Bradenham Hill which has stopped Rectory Lane		
	flooding. The large potholes on Rectory Lane now need to be repaired. Clerk		
	to send any correspondence with the Local Area Technician to BC Cllr	Clerk	
	Shade Adoh. And report the issue on Fix my Street.	Clerk	
	vi. With the presence of the BCC Cllrs Planning Application 23/05775/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, agenda item 11.c was discussed.		
	The parish council can confirm that Bradenham Manor has continuously		
	been used since the 1970's as a residential training centre by Grant		
	Thornton. It has been in fulltime use as a training centre, Monday to Friday.		
	The community had occasional use of the gardens for village fetes etc. and		
	the community would like to maintain that facility. In the early 2000's the blue	122	

	room's wedding licence was used at weekends for weddings, which benefitted the village church, St Botolph's. In recent years little use has been	
	made of the wedding licence, but the parish council would support the facility's use as a wedding venue.	Clerk
	BC Cllrs Shade Adoh and Carl Etholen left the meeting.	
	b. RAF: Not present, no report.	
	c. Chairman; thanked Cllr Peggy Ewart and Richard Langridge for laying the Parish Council's poppy wreath at the Remembrance Service on Sunday 12 <sup>th</sup> November	
	at St Botolph's church. d. Clerk;	
	<ul> <li>The clerk had asked for the May 2024 meetings to be moved to Monday 20<sup>th</sup> May, that was agreed. The clerk thanked the meeting.</li> </ul>	Clerk
45	Meetings/training attended.	
	<ul> <li>10/10/23- Clerk Forum @ Amersham attended by clerk. The BALC Conference</li> </ul>	
	17/10/23 had been mentioned. Erroll Crawford, BC customer service manager had	
	introduced himself as had Tracey Eaton who looks after "Fix my Street". Zoe Ford	
	the devolution officer was present and had reminded parish councils that there is no funding in devolved services for weeding	
46	funding in devolved services for weeding.  Updates on activities:	
10	Monthly and year end HMRC information submitted.	
	b. Defibrillator checked by Cllr Paul Wooster	
	c. Copy submitted to Naphill and WA Gazette and Contact noted.	
	d. PC members are sent the regular updates from BC and other parties.	
	e. Clerk had written to NT again- Clearing of run offs on Bradenham Hill, no reply as	
	yet.	
	f. Two quotes for Bradenham noticeboard have been requested, no reply yet. clerk	Clerk
	may need to seek another quote. g. Hedges and footway on A4010 between the Old Rectory and Avering Down Farm.	
	g. Hedges and footway on A4010 between the Old Rectory and Avering Down Farm. The Local Area Technician had informed the clerk that the hedges are the	
	landowner's responsibility, clerk to contact landowner. The footway is BC's	Clerk
	responsibility. The Local Area Technician is concerned that siding out of the footway	Cione
	would cause damage. By removing the weeds and growth the machinery used	
	would tear the footway to pieces leaving BC with a bigger problem. The PC is of the	
	opinion that the footway has a dual use as footway and cycle way and should be	
	maintained to encourage walking and cycling. The A4010 is not safe for cyclists. The	
	currently overgrown path is also a slip hazard. The clerk to write to the Local Area	Clerk
	Technician that the PC insists the footway is restored to full use copying BC Cllrs in	
47	her email. 2024/25 Draft budget was discussed. Members to review the draft budget for a decision	Clerk
41	on the 2024/25 precept at the January meeting. Clerk to update budget for the next	CIEIK
	meeting.	
48	New larger dog waste bin.	Clerk
	It was agreed to move this item to the next agenda	
49	The PC considered and approved the Local Government Service Pay Agreement 2023	
	for the clerk. Backpay 1st April 2023 to 30 November (35 weeks) was approved. the clerk	
	thanked the meeting.	
50	Planning:	
	a. BC decisions: None	
	b. Outstanding planning application: 23/06/85/FLII Willow Barn, New Road Walter's Ash, Demolition of existing building	
	<ul> <li>23/06485/FUL. Willow Barn, New Road Walter's Ash. Demolition of existing building and construction of replacement storage/showroom building. PC objected.</li> </ul>	
	c. New planning applications: 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. See above	
	item 44.vi.	

## 51 Finance:

- a. 3,943.50 received from BC 2<sup>nd</sup> half of 23/24 precept.
- b. RBL poppy wreath ordered and paid for including a £5.01 donation and delivery total cost £ 28.99
- c. A £5.01 S137 donation to RBL included in the poppy wreath purchase approved.
- d. Staff costs October and November @ £ 371.21 per month per S/O approved. clerk's backpay of 35 weeks @5.8hrs/week was approved.
- e. Monthly bank charges @ £8 approved.
- f. Clerk hours noted:
  - Contracted 5.8 hrs /week
  - Holiday 0.6 hrs per week.
     Hours: from 05/09/23 to 06/11/23= 9 weeks (52.2-5.4=46.8hrs) worked 48.75
     hrs= 1.95 hrs over bfw 0.55 hrs O/T. 2.5 O/T

Accounts year to date reviewed.

Expenditure	Ytd 13/11/23	Budget as set
	£	£
Staff costs	2598.47	4,544
Admin expenses	153.79	450
WFH allowance	0	500
Insurance	345.42	330
Audit fee	50.00	55
Subscriptions	125.72	150
Donations rent	220.00	200
Donations	5.01	160
Coronation picnic	296.82	£296.82 from
		reserve
Std maintenance	287.00	750
Devolved services grass	1290.60	1123
cutting		
Training	20.00	100
Sundry	19.98	100
Dog waste collection	326.28	599
Bank charges	64.00	96
Bank charges Vat	64.00 348.55	96

Income	Ytd £ 13/11/23	Budget £
Precept	7887.00	7887
WDC devolved	108.91	108
services		
BC devolved services	645.88	593
Vat	524.81	500
Interest NS&I	0	0
Use of reserve	0	69.00
TOTAL	9166.60	9157

Clerk

- g. A bank reconciliation was signed.
- h. In between meetings invoices SI 909 (Sept) & SI 967 (Oct) from Tactical Facilities management ltd of £51.55 and £51.55 were paid for dog bin emptying.

i. The following payments as listed below were approved:

Payments approved for at the meeting:	nic ac noted below were approved.	£
Princes Risborough TC	Grass cutting September	344.16
D Hansen	Clerk's expenses	76.07

Total		420.23	
	£	£	
HSBC Current account		7,445.25	
Less expenditure incl Nov payments	420.23		
Less November bank charges	8.00		
Less Tactical Fac. Mgt	51.55		
		6,965.47	
		<u>2,570.08</u>	
TOTAL Funds		<u>9,535.55</u>	
Members questions:			
None			
The date of the next ordinary meeting was confirmed as <b>Monday 15<sup>th</sup> January @7pm.</b>			
Future 2024 meeting dates:			
	7pm		
	Funds available: Opening balances 06/11/23 HSBC Current account  Less expenditure incl Nov payments Less November bank charges Less Tactical Fac. Mgt Current A/C November 2023 Add NS&I @31/12/22 TOTAL Funds  Members questions: None  The date of the next ordinary meeting was confirmed as  Future 2024 meeting dates: Monday 11 <sup>th</sup> March Monday 20th May including Annual Parish me Council meeting Monday 15th July Monday 9 <sup>th</sup> September	Funds available: Opening balances 06/11/23 HSBC Current account  Less expenditure incl Nov payments 420.23 Less November bank charges 8.00 Less Tactical Fac. Mgt 51.55 Current A/C November 2023 Add NS&I @31/12/22 TOTAL Funds  Members questions: None The date of the next ordinary meeting was confirmed as Monday 15 <sup>th</sup> J.  Future 2024 meeting dates: Monday 11 <sup>th</sup> March Monday 20th May including Annual Parish meeting and Ann Council meeting Monday 15th July	Funds available:  Opening balances 06/11/23 HSBC Current account  7,445.25  Less expenditure incl Nov payments Less November bank charges 8.00 Less Tactical Fac. Mgt Current A/C November 2023 6,965.47 Add NS&I @31/12/22 2,570.08 TOTAL Funds  Members questions: None  The date of the next ordinary meeting was confirmed as Monday 15 <sup>th</sup> January @7pm.  Future 2024 meeting dates: Monday 11 <sup>th</sup> March Monday 20th May including Annual Parish meeting and Annual Parish Council meeting Monday 15th July Monday 9 <sup>th</sup> September

The	Chair	datedate
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