Minutes of the Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 11 November 2024 at Bradenham Cricket Club commencing at 7.00 pm.

Present:

Cllr Peggy Ewart Cllr Trevor Hunt Cllr Richard Langridge

Cllr Paul Oborn

Cllr Paul Wooster

Vice-Chair

And also present

BC Cllr Robert Carington I

Ridgeway West

Deirdre Hansen Clerk

		Action
	The parish council congratulated Cllr Trevor Hunt and his wife for the Red Lion Tea Room's award of "Best Café/Tearoom of the Year" at the 2024 Buckinghamshire Food & Drink Awards!	
46	Apologies received and accepted from Cllrs Cllr Teif Jones and Andrew Stubbings and from BC Cllrs Shade Adoh and Carl Etholen.	
47	Declarations of interest: None were declared.	
48	Approval of minutes The minutes of the Ordinary meeting of 9 th September 2024 were confirmed as a true record and signed by the Chair.	
49	Public question time: No public present.	
50	Reports: a. BC Cllr item moved further down the agenda. b. RAF: not present c. Chairman: nothing further to report. d. Clerk: all items on the agenda.	
51	Meetings/training attended. The clerk reported on the following 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	
50	 a. BC Cllr Robert Carrington reported that: He had asked LAT James Tunnard to investigate the blocked gullies on Bradenham Woods Lane in Bradenham. The clerk was asked to report the blocked gullies on Bradenham Woods Lane near the junction with New Road. He informed the PC that BC is holding weekly pension credit surgeries in Council buildings around the county to help and encourage pensioners to claim pension credit. Flooding preparedness: BC has established a new website for residents to be flood ready. 	Clerk
52	Updates on activities: a. Monthly and year end HMRC information submitted. b. Defibrillator checked by Cllr Paul Wooster c. Copy submitted by Cllr Peggy Ewart for Contact. Clerk has submitted copy for the Naphill and Walters Ash Gazette.	

	d. PC members are sent the regular updates from BC and other parties.	
	e. Hedges, trees and verges:	
	i. The clerk asked BC Cllr Robert Carington if the verge on the A4010 could be cut.	Clerk
	Especially in the bend by Averingdown farm, as you are not able to see oncoming	
	traffic. The Clerk had been asked for the verges to be cut back from Averingdown	
	Farm to the Residence, Saunderton.	
	ii. Hedges: Country Supplies has been sent two letters requesting them to cut their	
	hedges back on New Road. This was not done. The matter has been passed on	
	to BC, who have asked them to cut their hedges back. The matter should be	
	expedited soon.	
	iii. Empty National Trust properties in Bradenham. The PC has great concern about	
	the rising number of NT properties in Bradenham that are empty. The National	
	Trust Senior Estate Manager for Hughenden & Central Chilterns and Stowe	
	Portfolios had explained at a previous meeting that properties that did not meet a	
	required return on capital would not be made ready for rental. The village is losing	
	its community with empty properties. BC Cllr Robert Carington suggested that the	
	empty properties may be a result of the 'Renter Rights Bill' going through	\ <i>(</i> :
	parliament. It was suggested that residents write to their MP, Greg Smith @	Vice- Chair
	greg.smith.mp@parliament.uk to express their concern. The PC decided that it would write to Greg Smith MP too. The Vice-Chair is to draft a letter to be	clerk
		Clerk
	circulated to members. Once agreed clerk to send the letter by email. BC Cllr Robert Carington to be copied with this letter.	
53	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.	
	The meeting discussed and decided it would not contribute. Action clerk	Clerk
54	Risk assessments for the PC assets:	Clerk
	Risk assessments for the bus shelters, dog bins, notice boards and the red phone box	
	were approved. The clerk had assessed all those assets. Risk Assessments to be	Clerk
	placed on our website.	
	 A list of maintenance work had been drawn up and quotes obtained from James 	
	Glasgow. The clerk was asked to ask Bo Dizon if he would quote for the repairs.	Clerk
	It was agreed that the PC needs to draw up a regular schedule of maintenance for its	Clerk
	assets.	
	 Insurance of the assets needs to be investigated. The clerk to find out exactly what 	Clerk
	cover we have.	
55	WCAG 2.2 requirements noted, it was agreed to maintain our current website.	
56	2025/26 Budget: it was agreed to build up a maintenance reserve. Budget to be set at the	Clerk
	January meeting.	
57	The following meeting dates for 2025 were agreed:	
	Monday 13 January, 3 March, 12 May,14 July, 8 September, 10 November 2025	
58	The Clerk's pay rise in line with the Local Government Services pay agreement 2024/25	Clerk
	was approved.	
50	The back pay April-October 2024 was agreed 7 months @ £15.60/month=£109.20	
59	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	
60	c. New planning applications: None Finance:	
	a. Accounts year to date 11/11/24 reviewed.	Clerk
	b. 2 nd half 2024/25 precept received £4,529.50 noted	J.J., (
	c. Staff costs October @ £ 396.38 and November @ £411.98 per month approved.	
	d. Clerk's back pay April-October 2024 @ £109.20 approved.	Clerk
	e. £65 repairs to noticeboard approved.	
		148

- f. Approved monthly bank charges @ £8/ mth.
- g. Clerk hours noted:
 - 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	2,883.86	4,994
Admin expenses	235.29	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	91.00	350
Devolved services grass	1,199.44	1378
cutting		
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	433.18	0
TOTAL	6,547.43	10,336

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

- h. Noted that in between meetings the following invoices were 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 approved at the meeting:		£
Tactical Facilities	Dog bin emptying October	96.66
Management		
Princes Risborough TC	Grass cutting	367.49
Mr R Dizon	Notice board repairs	65.00
D Hansen	Clerk's expenses	97.68
D Hansen	Back pay April-Oct	109.20
Total		736.03

Funds available: £ £

Clerk

	Opening balances 04/11/24	10,679.17
	HSBC Current account	
	Less expenditure incl November payments	736.03
	Current a/c November 2024	<u>9,943.14</u>
61	Members questions: none	
62	The date of the next ordinary meeting was confirmed as Monday 13 January 2025.	
	All meetings start at 7pm.	
	Future meeting dates: 3 rd March12 th May,14 th July,8 th September and 10 th November 2025.	

The	Chair	date