



# HADDENHAM Parish Council

Parish Council Office, Banks Park, Banks Road, Haddenham, Buckinghamshire HP17 8EE  
Phone: 01844 292411 Email: clerk@haddenham-bucks-pc.gov.uk

## **DRAFT MINUTES PARISH COUNCIL MEETING**

Monday 8<sup>th</sup> January 2024, 7.45pm  
Conference Room, Haddenham Village Hall and via Zoom

**Present:** Cllr. Hoare, Cllr. Kidby, Cllr. Monger, Cllr. Poole, Cllr. Smith, Cllr. Thawley,  
Cllr. Truesdale (Chair), and Cllr. Wheeler.

**Clerk:** Ms Gilbert  
No members of the public

### **Joining remotely via Zoom:**

Deputy Clerk: Mrs Marsden  
Assistant Clerk: Ms Griffiths  
Cllr. Brown  
2 members of the public.

### **PC24 55 APOLOGIES**

Apologies for absence were received from Cllr Brown for joining the meeting remotely. Cllr. Brown was permitted to take part in discussion on agenda items but in accordance with current legislation was unable to vote.

No apologies for absence were received from Cllr. Garret or Cllr. Rihal.

### **PC24 56 DECLARATIONS OF INTEREST**

All members present are council tax payers. No dispensation is required for setting the precept.

### **Public Participation**

There were no requests to participate.

### **PC24 57 MINUTES**

The minutes of the Parish Council meeting held on 18<sup>th</sup> September 2023 were AGREED as a true record and signed.

### **PC24 58 REPORT FROM BUCKINGHAMSHIRE COUNCIL**

Cllr. Smith reported that Buckinghamshire Council's 2024/25 budget plan proposes a rise of 2.99% in the basic rate of council tax and a 2% rise in the Adult Social Care precept, meaning a proposed total rise of 4.99% in council tax bills. This is due to be verified at the next Buckinghamshire Council meeting. Like many councils, Buckinghamshire Council's budget is under pressure due to a reduction in funding from the Government and increased costs.

Cllr. Smith has been in contact with residents with concerns about the recent flooding and anti-social behaviour.

#### **PC24 59 REPORT FROM THAMES VALLEY POLICE**

No written report was received. The PCSOs have been in contact with the office after a rough sleeper was reported who has been seen sleeping in bus shelters around the village.

There have been reports of drug dealing by the benches near the pond at the airfield site. It has been suggested to move the benches so they are in a more visible area, which it is hoped will act as a deterrent.

#### **PC24 60 REPORTS FROM OUTSIDE BODIES**

- (i) Report from Haddenham and Waddesdon Community Board – Cllr. Truesdale  
There was a reluctance from Buckinghamshire Council representatives to discuss the introduction of 20mph speed limits.  
It was pleasing to see the report from the meeting highlighted several recent Haddenham events.
- (ii) Report from Haddenham Community Library – Cllr. Truesdale.  
The library is being sustained by COVID-19 grants it received during the pandemic and from a decreasing annual grant from Buckinghamshire Council, as well as the grant from the Parish Council. Buckinghamshire Council has advised that the grant will be significantly reduced from April 2024. If this is the case then the library would only be able to continue operations for a year or two.
- (iii) Report from Haddenham Village Hall – Cllr. Truesdale.  
A report was circulated but it was noted that the report relates to 2022 and not 2023. The correct report was circulated after the meeting.
- (iv) The minutes of the Banks Park Recreation Ground Charity meeting held on 30<sup>th</sup> October 2023 were noted. A meeting will be arranged with the dentist regarding signage on Banks Cottage.
- (v) The minutes of the Haddenham Educational Charity meeting held on 30<sup>th</sup> October 2023 were noted. The grants have been paid to the nine applicants and several thank you emails received.
- (vi) Report from Haddenham Safe Walking and Cycling Group – Cllr. Thawley.  
HADSWC are regularly attending meetings with Thame counterparts regarding the Haddenham-Thame cycleway. An update on the project is expected this year.
- (vii) Report from Haddenham Fete Committee – Cllr. Wheeler.  
The committee has not met.
- (viii) Report from Haddenham Beer Festival Trust – Cllr. Smith.  
Winterfest was well attended. A meeting will be held with residents to receive feedback. 2024 is an anniversary year for the festival so a celebration will be planned.
- (ix) Report from Haddenham Sports and Social Club – The Whistler – Cllr. Hoare and Cllr. Kidby  
The recent AGM was well attended and the minutes were circulated. The terms for the lease have still to be agreed between the Whistler and the Parish Council.

#### **PC24 61 PLANNING COMMITTEE**

- (i) The minutes of the meetings held on 18<sup>th</sup> September, 9<sup>th</sup> October, 30<sup>th</sup> October, 20<sup>th</sup> November and 11<sup>th</sup> December 2023 were noted.
- (ii) PCMS have revised their quote for design and project management services to build the pavilion at Aston Road. Their fees are based on the estimated build cost which has changed since the original quote was submitted, due to design changes and increased estimated building costs. It was AGREED to accept the revised quote of £33,597 inc VAT.
- (iii) Since the Parish Council last met in full, the Levelling-Up and Regeneration bill (LURB) gained Royal Assent and has become the Levelling-Up and Regeneration Act (LURA), and the revised

National Planning Policy Framework was published in December. Both will have an impact on planning. Cllr. Truesdale explained that Haddenham has already had more new homes approved than were designated under the Vale of Aylesbury Plan (VALP), which covers the period to 2033.

#### **PC24 62 FINANCE AND GENERAL PURPOSES COMMITTEE**

- (i) The minutes of the meetings held on 30<sup>th</sup> October and 11<sup>th</sup> December 2023 were noted.
- (ii) The list of payments over £500 to 30<sup>th</sup> October 2023 was noted. See Appendix.
- (iii) It was AGREED to adopt the Business Plan for 2024-29.
- (iv) The draft Action Plan for 2024-29 will be considered at the next meeting of the Parish Council.
- (v) A detailed review was carried out and the budget for setting the precept for 2024/25 was AGREED.
- (vi) It was AGREED to set the precept for 2024/25 at £570,000 in line with the agreed budget. The council tax band D equivalent is £180.81.
- (vii) The draft partnership agreement with Active in The Community for management of the Airfield Pavilion was AGREED in principle and it was DELEGATED to the Clerk and Cllr Truesdale to finalise some of the minor details.
- (viii) The Airfield Pavilion hire charges for 2024/2025 were reviewed and it was AGREED to DELEGATE to the clerk to set the new rates, with an increase roughly in line with the September CPI rate. The fees for occasional hires will be increased but for regular hirers will remain as recently reviewed.
- (ix) The conclusion of the external audit for 2022/23 and publication of the audited AGAR on the Parish Council's website was noted.
- (x) No further update.

#### **PC24 63 FACILITIES COMMITTEE**

- (i) The minutes of the meeting held on 20<sup>th</sup> November 2023 were noted.
- (ii) Cllr. Wheeler reported that the Grounds Maintenance contractor is looking into taking on an additional operative during the summer to help with the increase in grass cutting at that time of year.

#### **PC24 64 CLIMATE EMERGENCY COMMITTEE**

- (i) The minutes of the meeting held on 9<sup>th</sup> October 2023 were noted.
- (ii) Cllr. Thawley reported that Cllr. Monger has joined the committee. Cllr. Monger has been in contact with Buckinghamshire Council to find out more about the level of food waste generated in Haddenham. He has been informed that between April 2022- April 2023 Haddenham residents produced 266,000 kg of food waste. He has also been in contact with local businesses regarding reducing food waste. Additionally, he has come across [Net Zero Bucks](#), which is fully funded programme to help businesses understand their current carbon footprint. It also provides a bespoke plan to help businesses reduce their carbon footprint and achieve their net zero goals. Cllr. Kidby reported that another Home Energy Fair will be held later this year. The date has yet to be confirmed.

#### **PC24 65 SCHEDULE OF MEETINGS**

Monday 29th January	19:00	Planning Committee
	19:30	Finance & General Purposes Committee (Q3) Monday
19th February	19:00	Planning Committee

	19:30	Climate Emergency Committee
Monday 4th March	09:30	Allotments Committee
Tuesday 5th March	19:00	Sporting Facilities Committee
Monday 11th March	19:00	Planning Committee
	19:30	Facilities Committee
Monday 25th March	10:00	Personnel Committee
Monday 8th April	19:00	Planning Committee
	19:30	Parish Council
Wednesday 17th April	19:00	ANNUAL PARISH MEETING
Monday 29th April	19:00	Planning Committee
	19:30	Climate Emergency Committee
Monday 13th May	19:00	Annual Parish Council

**CONFIDENTIAL ITEMS**

None.

**CLOSURE OF THE MEETING**

The meeting closed at 9.23pm.

Signed: \_\_\_\_\_ DRAFT \_\_\_\_\_  
Chair

Date: 8<sup>th</sup> April 2024

## Appendix – List of payments over £500

Date Paid	Payee Name	Ref	Amount Paid	Transaction Detail
01/09/2023	Buckinghamshire Council	DD	£705.00	Airfield Pavilion Rates #5
01/09/2023	Eagle Eye Conservation Ltd	BACS	£12,240.00	churchyard witchert wall
01/09/2023	Fireskills	BACS	£1,284.00	Fire risk assessment
01/09/2023	Tower Cleaning Services	BACS	£801.08	cleaning Aug
01/09/2023	The CDS Group	BACS	£2,481.00	GWRA burial ground stage 1
01/09/2023	Net World Sports	BACS	£3,620.00	Football Goals
06/09/2023	HMRC	BACS	£2,856.99	Tax & NI Aug
07/09/2023	Buckinghamshire Council	DD	£1,272.35	Eurobin May/Jun/Jul+ANother
18/09/2023	Yu Energy	DD	£665.37	Airfield Pav Gas Aug
18/09/2023	SSE Southern Electric	DD	£1,075.92	street light elect Aug
20/09/2023	The Ramblers Association	BACS	£500.00	Donate a Gate
20/09/2023	Hadd Community Library	BACS	£5,000.00	Library Grant 23-24
20/09/2023	Total Landscapes	BACS	£960.00	Tree watering Aug
20/09/2023	Prime Compliance Services	BACS	£777.00	legionella monitoring
20/09/2023	D.E & B.E PHILLIPS	BACS	£7,482.00	Sports pitch summer treatment
20/09/2023	Mark Nicholson fencing	BACS	£3,600.00	Green Lane maintenance
21/09/2023	EDF Energy	DD	£1,524.31	Woodways Pav Electric Aug
29/09/2023	Staff	BACS	£7,805.67	salaries Sept
29/09/2023	B&CE	BACS	£908.29	Pension Contribution Sept
02/10/2023	Buckinghamshire Council	DD	£705.00	airfield pav rates #6
06/10/2023	HMRC	BACS	£2,856.59	Tax & Ni Sep
09/10/2023	Phil Jones Associates	BACS	£3,591.60	PJA Kings X junction review
09/10/2023	PKF Littlejohn LLP	BACS	£2,520.00	annual governance review
09/10/2023	Roll In Trade Ltd	BACS	£582.03	Sep HYC sessions/equipment
09/10/2023	Briants of Risborough Ltd	BACS	£2,118.78	Snakemoor equipment
09/10/2023	Total Landscapes	BACS	£960.00	watering Sep 23
16/10/2023	Tower Cleaning Services	BACS	£903.04	cleaning Sep 23
16/10/2023	The Cox Clifford Partnership	BACS	£1,980.00	HVH site visit & report
16/10/2023	Bucks Community Energy	BACS	£1,301.00	Home Energy Fair 3/3 & advert
16/10/2023	Eagle Eye Conservation Ltd	BACS	£11,040.00	St Marys witchert wall rebuild
16/10/2023	Earth Anchors Ltd	BACS	£762.00	airfield noticeboard
16/10/2023	J G Restorations	BACS	£11,443.12	JG St Marys wall repairs 2nd
16/10/2023	Zurich Insurance plc	BACS	£5,460.73	Insurance policy
16/10/2023	Marlow Builders Ltd	BACS	£5,661.89	Airfield pav payment #14
16/10/2023	Complete Aquatics Ltd	BACS	£4,200.00	Annual pond maintenance
16/10/2023	JoJu Solar	BACS	£10,432.53	Solar PV Woodways 1
16/10/2023	Tivoli Group Ltd	BACS	£19,000.00	Grounds maintenance Aug/Sep
23/10/2023	J G Restorations	BACS	£2,288.62	JG invoice VAT
23/10/2023	Tivoli Group Ltd	BACS	£4,212.80	Grounds Maintenance
24/10/2023	EDF Energy	DD	£1,378.99	Woodways elec Sep 23
27/10/2023	Staff	BACS	£7,870.24	Salaries October
27/10/2023	People's Partnership	BACS	£908.29	Oct pension contributions
31/10/2023	SSE Southern Electric	DD	£885.26	street light electric Sept