



HADDENHAM Parish Council

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MINUTES

PARISH COUNCIL MEETING

Monday 13th January 2025, 7.45pm

Conference Room, Haddenham Village Hall and via Zoom

Present: Cllr. Hoare, Cllr. Kidby, Cllr. Poole, Cllr. Smith, Cllr. Thawley, Cllr. Truesdale (Chair),

Clerk: Ms. Gilbert

No members of public

Joining remotely via Zoom:

Assistant Clerk: Mr. Gilbert

Deputy Clerk: Ms. Marsden

Buckinghamshire Council: Cllr Lewin

PC25 56 CASUAL VACANCY

The resignation of Cllr Graham Monger was **NOTED**, leaving a casual vacancy on the Parish Council.

PC25 57 APOLOGIES

Apologies for absence were received and **ACCEPTED** from Cllr Desmier.

No apologies were received from Cllr Wheeler, Cllr Garrett or Cllr Brown.

PC25 58 DECLARATIONS OF INTEREST

There were no declarations of interest.

Public Participation

There were no requests to participate.

PC25 59 MINUTES

The minutes of the meeting held on 9th September 2024 were **AGREED** as a true record and signed.

PC25 60 REPORT FROM BUCKINGHAMSHIRE COUNCIL

Cllr Smith reported that after a tough budget setting process the draft budget is ready to go to Council with more cuts, notably to funding for the Community Boards, and tourism, there are some risks to the budget. Bucks Council is on the edge like many other Councils. Constitutional change will happen at the elections with fewer seats, fewer planning committees and licensing and a revised ward arrangement. The call-in requirement will change to one plus a neighbouring Councillor for wards with just one Member.

Cllr Lewin thanked Cllr Smith for his report and had nothing to add.

Cllr Truesdale noted that there had been an informative Bucks Council press release circulated about difficulties balancing budget, and reduction down to 8 Community Boards to match the

new wards, which will mean the Haddenham – Waddesdon Community Board will consist of 36 parishes, which is 22,750 residents

PC25 61 REPORTS FROM OUTSIDE BODIES

- (i) Haddenham and Waddesdon Community Board:
The last meeting was held on 19th September and there are no dates available for future meetings, so there will probably not be another one before the election. Proud of Bucks Award event was held in October, which mentioned the Haddenham Drop In Café which was sadly very poorly attended, due to lack of publicity and engagement. The Community Board coordinator has asked the Parish Council to support an application from a volunteer at the PPG who is setting up a dementia support group in the village and needs help to manage the grant funding until the group is formally up and running. The Clerk has agreed to this as we have supported other local groups in a similar way, and also put them in contact with Fairhive and Age Concern who will have a shared interest in this.
- (ii) Haddenham Community Library:
A report from the Library Managers was received but due to the absence of Cllr Desmier there was no other update.
- (iii) Haddenham Village Hall:
No report was received, but there is an update later in the meeting from the Improvements Working Group.
- (iv) The minutes of the Banks Park Recreation Ground Charity meeting held on 11th November 2024 were **NOTED**.
There were updates on the amalgamation of the charities, car park charges at Banks Park, the installation of an intruder alarm and security light at the workshop and installation of CCTV at the Village Hall.
- (v) The draft minutes of the Haddenham Educational Charity meeting held on 11th November 2024 were **NOTED**
Six applications for grants were received and each applicant was awarded £250.
- (vi) Haddenham Safe Walking and Cycling Group:
Cllr Thawley reported that the group hadn't met but noted that Thame's local cycling and walking infrastructure plan (LCWIP) has mentioned the Haddenham to Thame cycle way, and Oxfordshire County Council have set aside some of their budget for this project.
- (vii) Haddenham Fete Committee:
No report was received due to the absence of Cllr Wheeler, however plans are in progress this year so it will go ahead.
- (viii) Haddenham Beer Festival Trust:
A report from Cllr Smith was received. Haddenham winter beer festival was the most successful one yet. Plans are already underway for the summer beer festival on the Airfield site with some arrangements needing to be finalised. There are talks of hosting the summer beer festival partially inside the Airfield Pavilion, as it would allow for more

space and protection from the rain.

- (ix) Haddenham Sports and Social Club – The Whistler:
Cllr Kidby reported that a new Bar Manager, Greg Kirwan has now taken over and everything seems to be going well with multiple successful events having been hosted at The Whistler. There has been an improvement to the card system which helps manage the membership card scanning. There was extra security on New Years Eve which worked very well, with quite a few non-members being refused entry.

PC25 62 PLANNING COMMITTEE

- (i) The minutes of the meetings held on 9th September, 30th September, 21st October, 11th November, 2nd December and 16th December 2024 were **NOTED**.
- (ii) The Chair had already been through planning at a previous meeting, so suggested a planning update was not required. It was noted that parking issues at Sheerstock had been raised on social media again. Cllr Truesdale reported that he had attended the stakeholder event at the end of last year, one presentation was from the new head of parking and at the end of the event he introduced himself and asked to discuss the S106 funding that will soon be available. He will write to her to request a meeting.

PC25 63 FINANCE AND GENERAL PURPOSES COMMITTEE

- (i) The draft minutes of the meeting held on 11th November 2024 were **NOTED**.
- (ii) The conclusion of the external audit for 2023/24 and the auditor's report were **NOTED** and it was confirmed they have been published on the Council's website.
- (iii) The list of payments over £500 from 1st September to 31st December 2024 were **NOTED**. There were some large transfers to the savings account. There was a query about the payment for Green Lane which it was confirmed was for annual maintenance, this could potentially be brought inhouse if the correct equipment is purchased.
See appendix.
- (iv) The Business Plan for 2025-30 was reviewed and **APPROVED**.
- (v) The Action Plan for 2025-26 will be prepared before the start of the year.
- (vi) The schedule of fees for 2025/26 will increase by 2.7% which still needs to be confirmed with AITC, sports groups have been notified of their changes. Allotment fees are agreed a year ahead.
- (vii) To review and approve the budget for 2025/26:
The tax base for 2025/26 remains the same as for 2024/25, the Clerk has queried this with Bucks Council and eventually received a breakdown of the calculation which indicated that last year the tax base was under overestimated, so for next year they have just brought forward the balance. This may be reasonable but does look like they haven't actually carried out a proper calculation. The main changes for 2025/26 are to Facilities and Staffing budgets, street light electricity is on a new much more expensive energy contract. Most budget lines are increased with the agreed 2.7% unless there is a known fixed cost. A detailed report on the movement on the general reserve and ear-

marked reserves was received and to keep the overall increase in the band D equivalent to 2.7% it will be possible to use the surplus general reserve from the current year to smooth the increase in the budget rather than the commuted sums reserve which has been used significantly in the current year to bring the grounds maintenance in-house.

- (viii) It was AGREED to set the precept for 2025/26 at £585,390, which is a band equivalent of £185.69. This is an increase of the precept and band D of 2.7% from 2024/2025.
- (ix) It was AGREED to retrospectively approve the additional £1,000 grant for 2024/25 to Haddenham Community Library to correct the amount applied for with the amount recorded in the minutes at PC24 5 xii.
- (x) The 2024/25 grant application from Red Kite Radio for £500 was considered and **APPROVED**.
- (xi) The grant application from Zero Carbon Haddenham for £1,056 to be divided over two financial years; £176 for 2024/25 and £880 for 2025/26 was considered and **APPROVED** by a vote of 4 Cllrs as Cllr Smith and Cllr Thawley abstained due to a declaration of interest as members of Zero Carbon Haddenham.
- (xii) The 2025/26 grant application from Haddenham Community Library for £6,000 was considered and **APPROVED** subject to a meeting to review their accounts as the Parish Council have not yet received them.
Cllr Thawley queried if the money raised from the Haddenham to Haddenham sponsored walk had been used for solar panels at the library as intended. Cllr Desmier will be asked to raise this.
- (xiii) An area of land at Woodways Recreation Ground was sold to Aylesbury Rural District Council in the 1970s to build public conveniences, which were never built. For several years the Parish Council has asked to have the land back and has finally made some progress with Buckinghamshire Council. It was previously agreed to split the cost of valuation which has now been done and the land is valued at £500 by Carter Jonas. Buckinghamshire Council requires the full value of the land and their legal fees to be paid by the Parish Council.
- (xiv) The installation of the CCTV at the Village Hall and Woodways pavilion was **NOTED** and adopting the revised CCTV Policy was considered and **APPROVED**
- (xv) The proposal to set up an electric vehicle salary sacrifice scheme with Octopus was considered and **APPROVED**. The detailed cost breakdown will be considered once more information is available.
- (xvi) The minutes of the Village Hall Improvements Working Group meeting were received. At the meeting the group had reviewed the quotes for the Definition, Brief and Concept Design (RIBA stages 0-2) for the Village Hall improvements project the recommendation from the Village Hall Improvements Working Group to appoint PCMS Design for:
- (xvii) Cllr Truesdale had circulated an article on the Government devolution white paper, which includes information on the introduction of strategic authorities to cover all of

England and be all embracing, which is a move back to regional planning. There are currently ten Government consultations ongoing that impact on Local Government.

PC25 64 PERSONNEL COMMITTEE

The draft minutes of the meeting held on 6th November 2024 were **NOTED**.

At the meeting there was a review of office staffing after it was noted that the Assistant Clerk had resigned. Job descriptions and pay grades for , TUPE of Shane from Tivioli and Josh stating. Worknest employment package now signed up for

PC25 65 FACILITIES COMMITTEE

- (i) The minutes of the meeting held on 30th September and the draft minutes of the meeting held on 2nd December 2024 were **NOTED**
- (ii) An update on the transfer of the ground maintenance service in-house was **RECEIVED**. The transfer has been very successful so far, and it is likely that another person will need to be recruited to the ground's maintenance team as we bring more of the work in-house and adopt more open space.
- (iii) Extending the streetlight contract with Eldridge Electrical for 1 year was **APPROVED**.
- (iv) Cllr Wheeler was not present to give an update.

PC25 66 CLIMATE EMERGENCY COMMITTEE

- (i) The draft minutes of the meeting held on 16th December 2024 were **NOTED**.
- (ii) An update from the Cllr Thawley was **RECEIVED**. The Energy Homes Fair hosted in December was very successful with a number of residents turning up, and some new connections made. There meeting this week with Zimbl as potential a Car club partner. Work has started on the next climate collaboration forum.

PC25 67 SCHEDULE OF MEETINGS

The revised schedule of meetings for 2025 was reviewed and **APPROVED**.

CONFIDENTIAL ITEMS

There were no confidential items.

CLOSURE OF THE MEETING

The meeting closed at 21:38

Signed: _____
Chair

Date: 3rd March 2025

Appendix: List of Payments

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
02/09/2024	Haddenham Parochial Charities	BACS	£4,050.00	Allotment site rent 24-25
02/09/2024	Eldridge Electrical	BACS	£579.00	Streetlight repairs
06/09/2024	HMRC	BACS	£3,349.33	Tax & NI
16/09/2024	Tower Cleaning Services	BACS	£763.06	Cleaning August
16/09/2024	Eldridge Electrical	BACS	£598.80	Street light repairs
16/09/2024	Total Landscapes	BACS	£1,152.00	Tree watering August
16/09/2024	Ron Smith & Co	BACS	£1,249.00	lawn mower
17/09/2024	EDF Energy	DD	£1,498.67	Woodways elec Aug
26/09/2024	Engie Power Ltd	DD	£1,354.38	Streetlight Electricity Aug 24
26/09/2024	3B Vehicle Hire Ltd	BACS	£940.80	Maintenance van hire Oct 24
26/09/2024	Buckinghamshire Council	BACS	£5,518.00	Commuted Sum Admin Fee
26/09/2024	Crescent Garden Services	BACS	£580.00	St Marys maintenance Aug/Sep
26/09/2024	Complete Tree Services	BACS	£594.00	Allotments tree work
26/09/2024	Total Landscapes	BACS	£528.00	sports pitch filling/tree work
27/09/2024	Staff	BACS	£8,987.26	Salaries September
27/09/2024	People's Partnership	DD	£1,045.52	Sep pension contributions
27/09/2024	HMRC	BACS	£3,349.33	Tax & NI
30/09/2024	Mark Nicholson fencing	BACS	£3,600.00	Green lane maintenance
07/10/2024	Sevadis	BACS	£570.00	MaxiCharger Maintenance 1
07/10/2024	Chrissie Jones	BACS	£584.35	Airfield flowerbed+planters
07/10/2024	Tower Cleaning Services	BACS	£813.17	Office and pavilion clean
07/10/2024	George Browns	BACS	£3,872.20	Power tools
07/10/2024	Eldridge Electrical	BACS	£721.44	Removal of old columns
07/10/2024	EON	BACS	£6,324.48	new streetlights connections
07/10/2024	Roll In Trade Ltd	BACS	£1,656.78	youth club july-sep
16/10/2024	SLCC Enterprises Ltd	BACS	£2,190.00	TUPE HR support
16/10/2024	Sevadis	BACS	£684.00	EV chargers maintenance visit
22/10/2024	EDF Energy	DD	£1,758.59	woodways electric
23/10/2024	Public Sector Deposit Fund	Transfer	£99,990.00	Transfer from Current to PSDF

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
23/10/2024	Zurich Insurance plc	BACS	£5,983.95	PC Insurance
23/10/2024	Roll In Trade Ltd	BACS	£708.97	Haddenham youth club Oct
23/10/2024	PKF Littlejohn LLP	BACS	£1,638.00	External audit 23/24
25/10/2024	Public Sector Deposit Fund	TRANSFER	£99,990.00	Transfer from current to PSDF
25/10/2024	Staff	BACS	£11,536.55	Salaries Oct
25/10/2024	HMRC	BACS	£4,294.46	Tax and NI
25/10/2024	B&CE	BACS	£1,334.85	Pensions
25/10/2024	Engie Power Ltd	DD	£1,468.60	Street light energy
28/10/2024	Lloyds Charge Card	Transfer	£986.71	Pay charge card balance
28/10/2024	Clear Insurance Management	BACS	£836.88	insurance
28/10/2024	ARD (ABA Construction) Ltd	BACS	£807.00	play area maintenance
29/10/2024	Public Sector Deposit Fund	Transfer	£99,990.00	from current account to PSDF
01/11/2024	Public Sector Deposit Fund	Transfer	£99,990.00	from current account to PSDF
07/11/2024	HMRC	BACS	£4,294.46	employer NI
15/11/2024	Richard Gem	BACS	£2,500.00	witchert wall grant
15/11/2024	H2O Plumbing	BACS	£1,112.40	Plumbing at airfield pavilion
15/11/2024	Total Landscapes	BACS	£4,014.00	devolved serv
15/11/2024	George Browns	BACS	£44,418.56	ride on mower
15/11/2024	Tower Cleaning Services	BACS	£930.08	cleaners
15/11/2024	Haddenham VH Social Centre MC	BACS	£739.64	PC office gas & electric
20/11/2024	EDF Energy	DD	£1,442.36	woodways electric
20/11/2024	EDF Energy	DD	£1,422.36	woodways pavilion electric
22/11/2024	Complete Tree Services	BACS	£3,252.00	8 sorbus trees
22/11/2024	Engie Power Ltd	DD	£1,595.26	streetlights
28/11/2024	Lloyds Charge Card	transfer	£554.26	November charge card
28/11/2024	staff	BACS	£16,082.96	Salaries Nov
02/12/2024	George Browns	BACS	£828.00	Clearing Saw
02/12/2024	PCMS design	BACS	£2,131.00	Design services Aston Rd pavilion
02/12/2024	The CDS Group	BACS	£600.00	Burial ground site visit
02/12/2024	Ron Smith & Co	BACS	£1,240.00	Honda mower

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
02/12/2024	Eldridge Electrical	BACS	£556.20	New lantern fitted
02/12/2024	3B Vehicle Hire Ltd	BACS	£1,608.00	Van hire
02/12/2024	WORKNEST	BACS	£3,930.00	HR and H&S package
06/12/2024	HMRC	BACS	£5,956.04	Employer NI
09/12/2024	Total Landscapes	BACS	£2,394.00	Tree and hedge maintenance
09/12/2024	Microshade Business Consultant	BACS	£2,605.82	2 HP Laptops+application hosting
09/12/2024	Tower Cleaning Services	BACS	£930.08	cleaning office+pavilions
09/12/2024	ATS Roofing	BACS	£640.00	Repairs to Woodways pavilion
09/12/2024	rCOH Ltd	BACS	£6,936.00	neighbourhood plan advice
09/12/2024	Haddenham Community Library	BACS	£6,000.00	grant 2024/25
16/12/2024	Bucks Community Energy	BACS	£1,469.00	energy efficient homes fair
16/12/2024	Buckinghamshire Council	BACS	£3,420.00	dog waste collection
16/12/2024	Eldridge Electrical	BACS	£522.60	Lantern replacement
16/12/2024	NDA	BACS	£630.00	First Aid Training Course
16/12/2024	Planning Portal	BACS	£1,515.00	Application fees Aston Rd pavilion
17/12/2024	EDF Energy	DD	£1,298.40	Woodways gas
23/12/2024	Eldridge Electrical	BACS	£1,525.20	new lantern 179
23/12/2024	Clear Insurance Management	BACS	£607.99	ride on mower insurance
24/12/2024	Engie Power Ltd	DD	£1,854.96	energy streetlights
27/12/2024	Staff	BACS	£14,483.93	Salaries Dec
27/12/2024	Lloyds Charge Card	transfer	£926.20	Business charge card transfer
24/12/2024	Engie Power Ltd	DD	£1,854.96	energy streetlights