



# 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 EXTRAORDINARY PARISH COUNCIL MEETING

Monday 3<sup>rd</sup> March 2025, 7.30pm  
Conference Room, Haddenham Village Hall and via Zoom

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

**Clerk:** Ms Gilbert

**No members of the public.**

No one joined the meeting remotely

### **PC25 68 CASUAL VACANCY**

The resignation of Cllr Poole which creates a second casual vacancy on the Council was **NOTED**.

### **PC25 69 APOLOGIES**

No apologies for absence were received from Cllr. Brown

### **PC25 70 DECLARATIONS OF INTEREST**

Cllr Thawley declared an interest in item PC25 75 as he is considering helping to get the car club up and running by being employed as an Ambassador.

### **Public Participation**

There were no members of the public present.

### **PC25 71 MINUTES**

The minutes of the meeting held on 13<sup>th</sup> January 2025 were **AGREED** as a true record and signed.

### **CONFIDENTIAL ITEMS**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Chair proposed that members of the public be excluded for agenda items 72, 74 and 75 because of the confidential nature of the business to be transacted. This was **AGREED** and these items were moved to the end of the meeting.

### **PC25 73 GROUNDS MAINTENANCE STAFF**

The Clerk presented an updated salaries budget for 2025/26 that includes an additional Grounds Maintenance Contractor. The current two grounds maintenance employees are just about keeping up with the workload. There is scope to bring more in-house immediately with the end of the Churchyard Maintenance and tree watering contracts. The transfer of the open space at Platers Road to the Parish Council completed today so will now be our responsibility. The savings made by bringing more services in house and the commuted sum for Platers Road will cover the majority of the additional cost. The adoption of additional open spaces at the Airfield and Aston Road developments is imminent so we need to be prepared for this. It was

proposed that an additional grounds maintenance operative is appointed on SCP9 and the salaries budget increased by £31,733 **AGREED**.

The meeting was closed to the public for the following **CONFIDENTIAL SESSION**.

**PC25 72 EXTENSION OF BANKS COTTAGE**

- (i) There was a discussion and some amendments made to the draft Heads of Terms for the agreement with Nilesh Patel to extend Banks Cottage to provide additional dental services. The Heads of Terms were **AGREED** and will be shared with Mr Patel.
- (ii) The Clerk presented a finance report on the Council's reserves. The general reserve has increased significantly over the past couple of years, largely due to the accumulated interest from the reserves held in the PSDF. The provision of additional NHS dental services in the village was unanimously considered to be a worthy of investment. It was **AGREED** to fund £250,000 of the construction costs of an extension to Banks Cottage from the general reserve. At year end a new ear marked reserve will be set up and the surplus in the general reserve transferred, this being the total amount minus 6 month's operational costs for 2025/26 and the amount agreed to balance the budget. If needed the shortfall could come from the commuted sums reserve.

**PC25 74 ELECTRIC VEHICLE SALARY SACRIFICE SCHEME**

The Clerk explained the basis of how the salary sacrifice scheme works. The Parish Council enters into a leasing agreement for the vehicles on behalf of the employees. For those employees to choose to sign up for the scheme, their contracts are amended to reduce their salaries by the amount needed to cover the cost of the vehicle. This reduces the employee's salary which then reduces the amount of tax and national insurance they pay, it also reduces the amount of national insurance the employer must pay. The employer's national insurance contribution is currently 13.8% and to make the scheme cost neutral the majority of employers pass on 10% of the saving to the employees, the remaining 3.8% covers the amount due to HMRC from the employer. It was **AGREED** to set the scheme up as cost neutral and pass on any National Insurance savings to the staff.

**PC25 75 HADDENHAM COMMUNITY EV CAR CLUB**

It was **AGREED** to fund up to £19,000 from the Climate Emergency reserve to enter into an agreement with Zimbl for the provision of two cars to set up the EV Car Club.

**CLOSURE OF THE MEETING**

The meeting closed at 20:26

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

Date: 28<sup>th</sup> April 2025