



6th May 2026

To: Cllrs Mark Honeyben, Sue Hutton, Teif Jones, Richard Langridge, Paul Oborn, Andrew Stubbings, Paul Wooster.

You are hereby summoned to attend the following meeting:

Ordinary Council Meeting of Bradenham Parish Council

to be held on

Monday 11th May 2026 following the conclusion of the Annual Meeting of the Council

at

Cricket Pavilion, Bradenham.

Ryan Bennett
Clerk to the Council

AGENDA

1. Apologies for Absence

To receive and, if appropriate, approve apologies received from Members.

2. Declaration of Interests by Members

To note declaration of Member's personal interests in respect of items on this Agenda.

3. Minutes

To approve and sign the following Minutes:

- Ordinary council meeting of 9th March 2026.

4. Matters Arising

To discuss any matters arising from the Minutes not included elsewhere on this agenda.

5. Representations from the Public

Members of the public are invited to attend and speak to items on the agenda or on matters of concern within the village at this point, up to a total time of 15 minutes.

6. Reports

To receive the following reports:

- County Councillors
- Royal Air Force

- Chair of the Council
- Clerk to the Council

7. New Parish Council Website

To receive a verbal report from the Clerk on the progress towards the new Parish Council website.

8. Annual Governance & Accountability Return (AGAR) 2025/26

- A. **Certificate of Exemption** - To approve the Certificate of Exemption from a limited assurance review for the year ended 31 March 2026 and to authorise the Chairman and the Responsible Financial Officer to sign the form.
- B. **Internal Auditor's Report 2025/26** - To receive the Internal Auditor's Report for the year ended 31 March 2026.
- C. **2025/26 End of Year Accounts** - To approve and adopt the accounts for 2025/26
- D. **Bank Reconciliation** - To approve the year end bank reconciliation.
- E. **Annual Governance Statement** – To agree and sign the Annual Governance Statement for 2025/26.
- F. **Accounting Statements** – To agree and sign the Accounting Statements for 2025/26.

9. Financial Matters

- A. To review the accounts year to date 30/04/26:

Expenditure	Budget	YTD
Clerk's Salary	5269	723.95
Admin Expenses	500	0
WFH Allowance	500	0
Insurance	378	0
Audit Fee	55	0
Subscriptions	386	0
Donations (Rent)	230	0
Donations	100	0
Events	600	0
Std Maintenance	1500	0
Grass Cutting (DS)	1370	136.99
Training	150	0
Sundry	100	0
Dog Waste Collection	880	167.54
Bank Charges	0	0
Website	315	0
Defib Maintenance	300	0
Maintenance Reserve	500	0
Sub Total	13033	1028.48
Vat	570	71.92
Total	13,703	1100.4

Income	Budget	YTD
Precept	12,272	6255.80
WDC devolved services	111	0
BC devolved services	795	0
Vat	525	0
TOTAL	13,703	6255.80

B. To approve the following payments as listed below:

Payments to be approved at the meeting:		£
BALC	Annual subscription 26/27	63.84
Zurich	Annual insurance	365.52
Guide Association of Bucks (Friends of Ellesborough)	For Mrs P Hall who carried out the 25/26 Internal audit.	55.00
Bradenham Cricket Club	Donation in lieu of rent	230.00
R Bennett	Clerk's Expenses	12.00
Total		726.36

C. To note the following invoices paid between meetings, the payments having been made before the next scheduled meeting and not having been included within a previous schedule for approval:

- a. Information Commissioners Office - £47.00 (Direct Debit)
- b. R Bennett – HMRC PAYE Refund- £298.85

D. To note the bank reconciliation at 06/05/2026.

10. Member's Questions

11. Next Meeting Date

To confirm the date of the next ordinary meeting as Monday 13th July 2026.

12. Closure