

Burnham Parish Council
Minutes of the Burnham Park Management Committee

Minutes of the meeting of the Burnham Park Management Committee held on 31st July 2018 at 6:30pm in the Committee Room, Burnham Park.

Committee members present:

Cllr Perry Davies (Chair)	Cllr Pat Bird
Cllr John Carey	Cllr Judith Foster
Cllr Marie Hammon	Cllr Lyn Mangisi
Cllr Jackie Slater	

Officers of the Council present:

Louise Hayday (General Manager)
Sheridan Jacklin-Edward (Parish Clerk)

Other attendees:

None

336 Apologies

Cllr Barry Malki.

337 Declarations of interest

Cllr Jackie Slater – a personal interest in item 331, being a member of the Royal British Legion.

338 Minutes

The Committee **RESOLVED** to approve the minutes of the Burnham Park Management Committee meeting held on 5th June 2018.

339 Matters arising


Staging. The Chair informed the Committee that the Axis grant application had been unsuccessful but that Cllr Barry Malki was continuing to search for grant funding for the new stage. It was felt the money could possibly come from the Capital Programme Fund should grant funding options be exhausted.

340 Finance report

The Committee reviewed the June 2018 finance reports, including management accounts, forecast, event profits summary, and café takings summary. It was noted that June had been a very good month, due to the income from the Beer and Music Festival, and lower than budgeted maintenance costs. It was also noted that the first quarter performance had also been very strong. It was noted that café sales were behind budget, but that this was compensated for with strong bar sales.

341 Events and hires report

The Chair and General Manager reported that the third annual Beer & Music Festival had been a great success, with profits up 76% on previous year, and a 24% net profit overall. It was noted that it had been the biggest single event to date, and as such, the General Manager and Chair were investigating moving it to park for coming year. The Chair and Committee thanked Louise and her team for their time and effort in making the event such a success. The Chair also noted the recent Soul Scene event that had a very promising debut with a new DJ.

Signature: 

Date: 25/9/18

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342 Future events programme

The Chair and the General Manager reported on plans to move the 2019 festival to the main park. The Committee discussed infrastructure and car parking, and felt that a move to the main park would be beneficial. The Chair reported that the first Burnham Amateur Dramatics (BAD) Players event had been launched and would be a murder mystery dinner. The General Manager reported that the WWI centenary event was also ready to launch, and that it would be done mid-September. She also reported on a new ticket machine that had been installed at reception to improve administration of upcoming ticketed events. Cllr Lyn Mangisi updated the Committee on the upcoming Year of Women event due to take place on 30th September. Funding was being sought and they were in discussion with key local female speakers.

343 Marketing & publicity

The Committee received the marketing report noting increases in all areas in June, due largely to promotion of the Beer and Music Festival.

344 Building and equipment maintenance

Heating and ventilation system. It was reported that there had been issues with the air conditioning, coinciding with a visit from a BMS engineer. The HVAC contractor was carrying out investigations, and it was hoped that it would be resolved shortly.

Other electrical work. It was reported that work had been undertaken to reorganise the Comms Room, with additional points and labelling of sockets.

345 Community Entertainment Fund

The Committee **RESOLVED** to approve expenditure of £1000 from the Community Entertainment Fund on two live reindeer and a snow machine for the Christmas Market on the 8th December.

346 Energy efficiency

The Clerk reported that the solar panels continued to outperform expectations, even given the weather, generating 8,700 KWh to date, 400 KWh ahead of target. He also reported that once networked, the Council could connect to the inverter via an app which would give detailed performance figures for the system and each individual panel. It was also reported that a specialist BMS engineer had visited. He'd stated that the BMS was not being under-utilised, and would be submitting a report and recommendations on what efficiency improvements could be made.

347 Christmas Lights

It was felt that the Christmas Lights switch-on had been lacklustre in previous years, and The Clerk and General Manager reported they were obtaining quotes for additional lighting for the trees and lamp posts around the Hall, with quotes being brought back to the Committee for approval. It was hoped funding for the lights would come from a mix of Community Entertainment Fund, Capital Programme Fund, grants from BBA and other groups, and crowd funding.

The meeting closed at: 7:40pm

Date of next meeting: Tuesday 25th September 2018 at 6:30pm

Signature: _____

Date: 25/9/18

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