

**BURNHAM PARISH COUNCIL
MINUTES OF THE POLICY & RESOURCES COMMITTEE**

Minutes of Part 1 of the meeting of the Policy & Resources Committee held on 19th February 2018 at 6:30pm in the Committee Room at Burnham Park, Burnham.

Members of the Committee present:

Cllr Lin Hazell (Chair to item 535)	Cllr Perry Davies (Acting Chair from item 535)
Cllr Judith Foster	Cllr Marie Hammon
Cllr Ekta Kaur Ross	Cllr David Pepler

In attendance:

Officers of the Council:	Sheridan Jacklin-Edward (Parish Clerk) Alexa Collins (Finance Manager)
Members of the public:	0

531 Apologies

None.

532 Declarations of interest

None.

533 Public forum

None.

534 Minutes

It was **RESOLVED** to approve the Part 1 and Part 2 of the minutes as an accurate record of the Policy & Resources Committee meeting of 8th January 2018.

535 Matters arising

Chair of the Committee. Cllr Marie Hammon stated she was unhappy that there had been a lack of opportunity for discussion during Part 2 of the previous meeting, and stated that the Chair had taken an autocratic decision. Cllr Hammon proposed a vote of no confidence in the Chair of the Committee. The Chair stated she had offered to resign after the previous meeting, but that this offer hadn't been taken up. Before a vote was seconded, she tendered her resignation as Chair. As Vice-Chair, Cllr Perry Davies chaired the remainder of the meeting.

Wheelie bin stickers. The Clerk thanked Cllr Judith Foster for helping him and the Office Administrator in distributing the stickers to residents on Eastfield Road, Lent Rise Road and Fairfield Road. The Clerk felt that there had been a moderate take up to date, and that they would continue to monitor its effectiveness.

Stream clearance. The Clerk reported that the drainage contractor successfully cleared the stream without needing to excavate, and that this had reduced the cost of the work significantly. He stated that the stream was now running well, and a mesh was in place to prevent future blockages, with a more permanent grate being commissioned.

Signature: _____

Date: _____

26/3/18

536 Financial statements

The Committee reviewed and **RESOLVED** to approve:

- Management accounts for year to 31st January 2018
- Bank reconciliations at 31st January 2018
- Summary of payments for January 2018
- Ringfenced funds summaries at 31st January 2018
- Aged debtors report at 8th February 2018

The Clerk noted that the end of year forecast surplus was underbudget, due in part to overspends in equipment and property maintenance for Burnham Park Hall and outside spaces. He confirmed that he was compiling a full report on the areas of overspend, which would be presented the following week to the Burnham Park Management and Recreation & Amenities committees.

The Clerk also noted the erratic billing of utilities across the sites, due to a new water supplier. However, the Clerk stated he'd conducted a full review of energy usage and costs and determined that costs across all sites were forecasted to be underbudget. The Committee thanked the Deputy Clerk for his hard work in achieving best value on energy tariffs.

The Committee noted the excellent progress on reducing aged debtors, and thanked the Events Supervisor for his hard work.

537 Expenditure

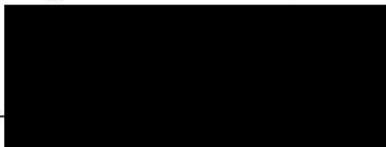
Pavilion CCTV. The tenant of the Pavilion had suggested installing CCTV to help with the reduction and detection of crime and antisocial behaviour around the site. The Clerk confirmed that there had been several incidents, especially during the summer months, and proposed that the Council contribute up to £500 towards the CCTV, on the basis that they would have equal control over the positioning of the cameras and access to the footage. It was confirmed that the groundsman was supportive of the scheme. Concerns were raised regarding how information was stored and data protection issues. The Clerk confirmed that the Council would be updating all their data protection policies in line with the upcoming introduction of the General Data Protection Regulation. The Committee **RESOLVED** to approve the spending of up to £500 on the scheme.

George Pitcher pitch maintenance. It was noted that the contract was reviewed in February 2016, and that the increases in the price had been broadly incremental. The Committee **RESOLVED** to approve the quotation for the coming year.

George Pitcher signage. The Clerk stated that following the adoption of the new dog policy, additional signage was needed at the memorial ground to publicise the dog control areas, and also advertise the ground's facilities. The Committee **RESOLVED** to approve the provision of three maps as per the quotation presented.

538 Hag Hill traffic calming / parking restrictions

The Clerk reported that Transport for Bucks had completed the first stage of the 20mph speed limit feasibility study and confirmed that all the roads surveyed except Taplow Road would be suitable for a 20mph speed limit. The Clerk was awaiting a final report and costings on the implementation of the scheme. TFB had also confirmed that they were putting the one-way junction remodelling out to tender, and were awaiting final costings for that. The Clerk stated he was disappointed that progress had not been made

Signature: 

Date: 26/3/18

by Bucks County Council on the yellow lines along Hitcham Road. He reported that both he and County Councillor Dev Dhillon were continuing to chase.

539 Christmas 2018 opening hours

The Clerk noted that the coming Christmas Eve would fall on a Monday, and that the Hall and offices had traditionally closed at 1pm when it had fallen on a weekday. He stated that the General Manager had already received numerous request for leave on Christmas Eve. The Clerk therefore proposed that the Hall and offices be shut to allow all staff to enjoy an extended break, if there was unanimous agreement from staff that it be taken as part of their annual leave allowance. The Committee **RESOLVED** to approve the closure, should staff be in unanimous agreement.

540 Exclusion of the press and public

It was **RESOLVED** that further to s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that in view of the confidential nature of the business to be transacted, that the public be excluded and the matter dealt with in a subsequent Part 2 meeting.

Part 1 of the meeting closed at 7:30pm

Next meeting: Monday 26th March 2018 at 6:30pm

Signature: _____

Date: _____

28/3/18