

BURNHAM PARISH COUNCIL
MINUTES OF THE POLICY & RESOURCES COMMITTEE

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

Members of the Committee present:

Cllr Richard Kirkham (Chair)	Cllr Perry Davies
Cllr Judith Foster	Cllr Marie Hammon
Cllr Ekta Kaur Ross	Cllr Chris Long
Cllr Lola Owolabi	Cllr David Pepler

In attendance:

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

605 Apologies

Cllr Lin Hazell.

606 Declarations of interest

None.

607 Public forum

None.

608 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 15th October 2018.


609 Matters arising

Summers Road free car parking. The Clerk reported that there had been no further contact from the District Council.

610 Financial statements

The Clerk had previously circulated the draft 2019/20 budget to members, and reported that the R&A Committee had already approved for recommendation to the Committee the Recreation & Amenities budget. He also reported that the Burnham Park Management Committee would be reviewing their budget the following evening. It was noted that staff costs had been increased to include the potential costs of the Business Development Officer. It was also noted that the budget line for the elections was on the basis of all three wards being contested, and the District Council not deciding to postpone the elections by a year. It was felt that in the event that elections not take place and no bye-elections were called, the budget be allocated to the capital programme fund. The Committee noted that a surplus was needed in order to continue to rebuild the Council's general reserves. It was noted that a 2% increase in the precept would generate a £20,000 surplus. The Committee discussed whether an increase in the precept was appropriate. It was noted that the precept was higher than the national average, but that it was commensurate with parishes of a similar size offering

Signature:

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comparable services, and included the provision of Burnham Park Hall and its events.

The Committee **RESOLVED** to recommend the 2019/20 budget and precept request to the Full Council.

611 Expenditure

None.

612 Business Development Officer

Further to the Council's in principle decision to proceed with the recruitment of an officer to oversee the reinvigoration of the business and retail areas in Burnham, the Clerk had produced a draft job description and deliverables, and a set of KPIs for assessing the vitality of the village centre. The Clerk stated that following discussion with an officer in a similar role in a different authority, it was recommended that the name be amended to '*Economic Development Manager*'. It was also noted that the business case for the post was predicated on the assumption of a satisfactory resolution to the Jennery Lane WC court case, which was still pending. The Committee discussed the various details of the job description and deliverables, and it was felt the description should be amended to a 3-year contract,

The Committee **RESOLVED** to approve the recruitment of an Economic Development Manager in line with the documents presented, subject to the contract term being amended to 3 years, and with the proviso that recruitment be delayed pending a successful outcome of the Jennery Lane WC court case.

613 Hag Hill traffic scheme

The Clerk reported that Transport for Bucks had sent through a final schedule of work for the three elements of the Hag Hill traffic scheme, including design, statutory consultation, a report and recommendation to the County Council, advertising of the traffic regulation orders, and the proceeding with the work, which was scheduled to take place. The Committee voiced their disappointment at the continued delays, but it was noted that the production of a final schedule was very positive.

614 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 7:20pm

Next meeting: Monday 14th January 2019 at 6:30pm

Signature: _____

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Date: _____

14/01/2019