

**Council Offices:**

Burnham Park, Windsor Lane

Burnham, Bucks SL1 7HR

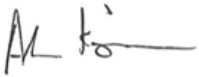
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6<sup>th</sup> November 2024

To members of the Burnham Park Management Committee, and all other Burnham Parish Councillors for information.

You are hereby summoned to attend **a meeting of the Burnham Park Management Committee** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **12<sup>th</sup> November 2024 at 6.30pm**

Apologies for absence should be sent to the Clerk at the above address.



Adam Killea  
Clerk to the Council  
clerk@burnhamparish.gov.uk

**BURNHAM PARK MANAGEMENT COMMITTEE**

**12<sup>th</sup> November 2024, 6:30pm**

**AGENDA**

- 1. To accept apologies for absence**
- 2. Declarations of interest**
  - a) To note any declaration of interest made by Members in connection with an agenda item. Members to specify the nature of the interest.
  - b) To receive any written requests for dispensations for disclosable pecuniary interests.
  - c) To grant any requests for dispensation as appropriate.
- 3. Public forum**

An opportunity for members of the public to address the Committee.
- 4. Minutes**

To approve the minutes of the Committee meeting of 17<sup>th</sup> September 2024.
- 5. Finance and budget**
  - a) To receive the accounts and budget monitoring report for the committee for the second quarter of 2024-25.
  - b) To review the latest draft budget for the committee for 2025-26, and to make recommendations on the budget to Policy and Resources Committee and to Full Council.
- 6. Hall Manager's report**

To receive a written report:

  - a) Health and safety / building.
  - b) Staffing, including to consider a recommendation on training
  - c) Lettings
  - d) Events
  - e) Any other matters of relevance.
- 7. Climate emergency and eco-audit**
  - a) To consider advertising a number of parking bays at the hall as being available to electronic vehicle charge-point operators.
  - b) To review any other recommendations from the Sustainability, Ecology and Climate Emergency Working Group.
- 8. Heating, ventilation and air-conditioning (HVAC); and Building management system (BMS)**

To receive a verbal update.
- 9. Theatre in the Park**

To note that 19<sup>th</sup> June 2025 has been provisionally booked with the Rude Mechanical Theatre Company for a Theatre Performance in Burnham Park.
- 10. Legislation in progress**
  - a) **Martyn's Law:** to note that this law, currently working through parliament, is likely to cover the hall and park, and that further consideration will need to be given to this matter in the future.
  - b) **Employment Rights Bill:** to receive a briefing note, and to note that several provisions in the bill are likely to affect our employment practices, especially with respect to casual hall staff, and that further consideration will need to be given to this matter in the future.

**11. Rest Centre**

To note that the council has re-registered Burnham Park Hall as a facility that is opened in the aftermath of an incident if required to provide immediate shelter and support to survivors or those displaced by the incident (a 'rest centre').

**12. Correspondence – Burnham Care and Share**

To consider a letter from Burnham Care and Share, and to make recommendations to Policy & Resources Committee and Full Council.

**13. Staffing**

To receive a verbal update on confidential staffing matters.

The Public Bodies (Admission to Meetings) Act 1960, as extended by Schedule 12A of the Local Government Act 1972, makes provision for excluding the public by resolution when confidential business is being considered or there are other special reasons, and publicity would be prejudicial to the public interest.

**Date of next meeting: Tuesday 14<sup>th</sup> January 2025**