

BURNHAM PARISH COUNCIL

Minutes of the Burnham Park Management Committee held on 12th November 2024 at 6:30pm in Burnham Park Hall.

Committee members present:

Cllr Alexa Collins (Vice Chair, Chairing)	Cllr Marie Hammon	Cllr John Carey
Cllr Pat Bird	Cllr Jackie Slater	Cllr Terry Gamble
Cllr Carol Linton		

In attendance: Cllr Ekta Kaur Ross

Officers of the Council: Adam Killeya (Parish Clerk)
Sharon Smith (Hall Manager)

Members of the public: None

BP2425/27 Apologies for absence

Apologies were received from Cllrs Stewart (Chair) and Mummery.

It was **NOTED** that Cllr Bagga had not submitted apologies.

BP2425/28 Declarations of Interest

Cllr Carey declared a non-pecuniary interest in agenda item 12 Correspondence – Burnham Care and Share (minute RA2425/38), as a member of St Peter’s Church and of the Care and Share Steering Committee.

PR2425/29 Public Forum

As there were no members of the public present there was no public forum.

BP2425/30 Minutes

It was **RESOLVED** to approve the minutes of the Committee meeting of 17th September 2024.

BP2425/31 Finance and budget

It was **RESOLVED** to approve the accounts and budget monitoring report for the second quarter of 2024-25. It was commented that Councillors preferred the usual budget monitoring format to the combined budget version.

The Clerk noted that some further changes will need to be incorporated into the draft budget to take account of further staffing information, as shared with the committee.

The latest draft budget for the committee for 2025-26 was **RECOMMENDED** to the Policy & Resources Committee and Full Council, subject to any appropriate necessary changes to be detailed by the Clerk before Full Council.

BP2425/32 Hall Manager’s report

The written report was **NOTED**.

Cllr Carey reported that the update on painting caused him to be overcome with emulsion.

The Clerk expressed their thanks for the energy and expertise with which the Hall Manager was approaching her new role; and this was echoed by the committee.

It was **RESOLVED** to approve the cost of £500 from the BPH training budget for Security licences; subject to an agreement being signed with the new casual member of staff over the costs of training being subject to completing a certain number of shifts.

It was **RESOLVED** that the Christmas Lights should be turned on by the Chair of the Council.

RA2425/33 Sustainability, ecology and climate emergency

The written report was **NOTED**.

It was **RESOLVED** to advertise the Hall to EV charging point providers as offering up to four EV spaces, using Rural EV Charging as an agent.

It was **RECOMMENDED** to Full Council that they consider any offers from providers arising from the above.

The Clerk reported that they and the Hall Manager would be advancing other Eco items relating to the Hall when other priorities had been addressed.

RA2425/34 Heating, ventilation and air-conditioning (HVAC); and Building management system (BMS)

The Clerk reported that the Building Management System controls are now in the Hall Manager's office, and would be used to help ensure appropriate use of the HVAC system. It was further reported that we are still awaiting a survey and quote related to the possible replacement of the HVAC system. The report was **NOTED**.

RA2425/35 Theatre in the Park

The Clerk reported that 19th June 2025 has been provisionally booked with the Rude Mechanical Theatre Company for a Theatre Performance in Burnham Park; and that they were meeting with them in the park on Thursday 14th November. The report was **NOTED**.

RA2425/36 Legislation in progress

The briefing notes on Martyn's Law and the Employment Rights Bill were **NOTED**.

RA2425/37 Rest Centre

The Clerk and Hall Manager reported that they had 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'). The report was **NOTED**.

RA2425/38 Correspondence – Burnham Care and Share

The correspondence from Burnham Care and Share Charitable Incorporated Organisation, and accompanying report, were **NOTED**.

It was **RECOMMENDED** to Policy & Resources Committee, and to Full Council, that they consider how best to reach a legally binding agreement with both Burnham Care and Share and Burnham Health Promotion Trust to amend the lease and transfer some of the rights therein, having sought legal advice and quotes.

This recommendation was carried by 5 votes to 1, and Cllr Gamble asked to be minuted as voting against as he felt that a less formal agreement would be sufficient.

The Clerk stated that, if and when the above was confirmed by Full Council, they would write to both organisations to inform them.

RA2425/39 Staffing

It was **RESOLVED** under The Public Bodies (Admission to Meetings) Act 1960, as extended by Schedule 12A of the Local Government Act 1972, to exclude the public for confidential business to be considered; on the grounds that the report included sensitive information around staffing matters.

The verbal report was **NOTED**.

The meeting closed at 2026
Date of next meeting: Tuesday 14th January 2025