

Council Offices:

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18th April 2024

To all Members of Burnham Parish Council Policy & Resources Committee.

Cllr Akash Bagga, Cllr Alexa Collins, Cllr Judith Foster, Cllr Marie Hammon, Cllr Ekta Kaur Ross, Cllr Carol Linton, Cllr David Pepler, Cllr Jackie Slater, and, Cllr Trevor Stewart.

You are hereby summoned to attend a **meeting of the Policy & Resources Committee** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **Tuesday 23rd April at 6.30pm**

Signed: *K A Crowhurst*

Karen Crowhurst - Clerk to the Council

Date: 18th April 2024

POLICY & RESOURCES COMMITTEE
Tuesday 23rd April 2024

AGENDA

1. To accept apologies for absence

2. Declarations of interest

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Public forum

An opportunity for members of the public to address the Committee.

4. Minutes

To receive and approve the minutes of the Committee meeting 13th February 2024

5. Finances

a) To receive 1st of March to 1st of April 2024 management accounts, balance sheet and Bank Reconciliations

b) To receive the end of year accounts, 1st April 2023 – 31st March 2024 subject to approval at the Annual Statutory Meeting Scheduled for 20th May 2024 and subject to the Internal Auditors satisfaction.

c) To receive the end of financial year bank reconciliations – Subject to approval of Full Council and Internal Auditor.

d) To receive the Asset register and balance being £5,716.683 – Subject to approval of Full Council and Internal Auditor.

6. Expenditure

a) To approve items as requested by the Clerk or other Committees

7. Project updates

Neighbourhood development plan

8. Grant

To receive a grant application for Singing Mamas Group- Application to follow.

9. Eco-Audit/Green Strategy

To review the actions from the eco-audit relevant to this committee. – To date no further actions.

9. Staffing

To note the deadlines for the vacancy of Parish Clerk/RF0 and General Manager and receive a verbal report.

Exclusion of Press & Public

The Public Bodies (Admission to Meetings) Act 1960 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 – **if needed.**

10. To close the meeting.

**Date of next meeting:
Tuesday 18th June 2024**