

**Council Offices:**

Burnham Park, Windsor Lane

Burnham, Bucks SL1 7HR

Tel: +44 (0)1628 661381 • Fax: +44 (0)1628 666025

15<sup>th</sup> September 2022

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 Meeting** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **Tuesday 4<sup>th</sup> October 2022 at 6.30pm.**

*Louise Hayday*

Louise Hayday  
Clerk to the Council

**BURNHAM PARK MANAGEMENT MEETING**  
**4<sup>th</sup> October 2022**

**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 of 12<sup>th</sup> July 2022
- 5. Finance**  
To receive August management accounts and café figures.
- 6. Budget 2023/2024**  
To receive and discuss the first draft of the BPMC budget

**7. Events & Hires report**

To receive updates on current and past events and hires.

**8. Future Events**

To receive an update on future events, including Fireworks 2023, Burnham Festival 2023 and the return of Burnham Rocks.

**9. Marketing & publicity**

To review marketing and publicity campaigns, and website.

**10. Building & Equipment Maintenance**

a) To receive an update on current building maintenance issues.

b) To receive the HVAC condition report and replacement costs

c) To discuss the Christmas lighting

d) To receive and approve a proposal for CIL funding for the courtyard (recommendation to P&R)

**11. Tribute to Perry Davies**

To receive an update on plans for tribute event for former Councillor Perry Davies.

**12. Warm Spaces**

To discuss the idea of working with other community organisations to provide 'warm spaces' over the winter months.

**13. Exclusion of Press and 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.

**14. Staffing**

To receive a staffing proposal

**15. Staff Room**

To receive a proposal regarding the long term rental of the staff room

**Date of next meeting:  
Tuesday 8<sup>th</sup> November 2022**