

Council Offices:

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29th November 2023

Dear Councillor,

You are hereby summoned to attend a **Meeting of the Parish Council** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **Monday 4th December 2023 at 7.00pm.**

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

Louise Hayday

Louise Hayday
Parish Clerk

**MEETING OF THE PARISH COUNCIL
4th December 2023**

AGENDA

1. Apologies

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

The opportunity for members of the public to address the Parish Council.

4. Thames Valley Police

To receive an update on issues affecting the local area.

5. Minutes

To approve the minutes of the Council meeting held on 16th October 2023.

6. Minutes of Parish Council Committees

To note the minutes of:

Planning Committee - 30th October 2023, 20th November 2023 (draft)

Recreation & Amenities Committee - 24th October 2023, 28th November 2023 (draft)

Burnham Park Management Committee - 7th November 2023 (draft)

Policy & Resources Committee - 21st November 2023 (draft)

7. Finance

To review October management accounts, October bank reconciliation and October summary of payments.

8. Budget

To review and approve the Council's budget and precept request for the 2023/2024 financial year. (Subject to receiving the revised tax base)

9. Policies and procedures

a) To receive and approve a new Biodiversity policy and action plan.

10. Working Groups

a) To receive updates from the Neighbourhood Plan Working Group and agree the strategy to be used for the plan.

b) To receive updates from the Burnham School Working Group.

c) To receive updates from the Climate Emergency Working Group.

11. Expenditure

None

12. Reports from Buckinghamshire Council

To receive verbal reports from members of Buckinghamshire Council.

13. Chairmans Report

To receive a verbal report from the Council Chairman

14. Reports from Outside Bodies

To receive verbal and written reports from Councillors on outside bodies on which they represent the Parish Council, on matters relevant to the Parish Council.

15. Clerks Report

To receive the Clerk report.

16. Clerk Resignation

To note the resignation of the Clerk and progress on the recruitment process.

17. Remembrance Day Parade

To reconfirm Cllr Jackie Slater as the Council member responsible for organising the parade in 2024.

18. Twinning

To approve the new constitution of the Twinning Association and note that the Council may need to support with funding in the future.

19. Christmas Closure

To note the Christmas closure dates.

Date of next meeting: Monday 22nd January 2024