

Council Offices:

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7th February 2024

To: Members of the Policy & Resources Committee, and all other Burnham Parish Councillors for information.

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 13th February 2024 at 6.30pm**

Signed: *K A Crowhurst*

Date: 7th February 2024

Karen Crowhurst - Clerk to the Council

POLICY & RESOURCES COMMITTEE
13th February 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 20th November 2023

5. Finances

To receive November and December management accounts, balance sheet and ring-fenced funds.

6. Expenditure

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

- b) Following approval of this expenditure by full council, the committee is asked to agree the virement of £36,600 from the CIL reserve to the general reserves to fund the new Christmas light installation.”

8.. Project updates

Neighbourhood development plan

None

9. Eco-Audit/Green Strategy

To review the actions from the eco-audit relevant to this committee.

10. Staffing

To note the details from the staffing sub-committee regarding the Clerk recruitment

11. 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.

- a) To approve quotations for a new IT provider.
- b) To approve quotations to replace internal doors at Cherry Orchard Cottage.

12. Lent Green Lane

To receive an update and agree any further actions regarding the lease and rental amount.

13. Staffing

- a) To receive a report for noting regarding the appointment of a new Parish Clerk
- b) To consider any further action regarding the recruitment process.

**Date of next meeting:
Tuesday 23rd April 2024**