BURNHAM PARISH COUNCIL

Minutes of the Recreation & Amenities Committee held on 10th November 2026 at 6:30pm in Burnham Park Hall.

Committee members present:

Cllr Paul Bunce (Chair)	Cllr Graham Mummery (Vice Chair)	Cllr John Carey
Cllr Judith Foster	Cllr Marie Hammon	Cllr Carol Linton
Cllr Zoe Gardiner	Cllr Jane Wallis	

In attendance: Cllr Jo Sommer

Officers of the Council: Adam Killeya (Parish Clerk)

Members of the public: None

RA2627/44 Apologies for Absence
Apologies for absence were received from Cllr Bird.

It was **NOTED** that no apologies had been received from Cllr Gamble.

RA2627/45 Declarations of Interest
No declarations were received.

RA2627/46 Public Forum
As there were no members of the public present there was no public forum.

RA2627/47 Minutes
It was **RESOLVED** to approve the minutes of the committee meeting of 8th September 2026.

RA2627/48 Finance
It was **RESOLVED** to accept and approve the 2nd quarter accounts and budget monitoring report for the committee.

RA2627/49 Head Groundsman's Report
The report was **NOTED.**

The Clerk gave some updates regarding play equipment. They added that they, the Head Groundsmen and one of the Groundsmen had attended an FA event about pitch maintenance in Milton Keynes and found it very useful, including gaining information about available grants (minute RA2627/51 below). They further reported that the Grounds Team would be attending SALTEX (Sports Amenities Landscaping Trade Exhibition) in Birmingham on Thursday 12th November: this is Europe's largest annual sports turf management, grounds care, and landscaping trade exhibition, and it was hoped that it would provide a very useful networking and professional development opportunity.

RA2627/50 Burnham Green and Blue
The report regarding the successful grant application to the Heathrow Community Trust for

'Burnham Green and Blue' was **NOTED**.
It was **RECOMMENDED** to the Policy and Resources Committee and to Full Council to:

a) Expand the remit of the Pond Working Group, subject to that group's agreement, to also be responsible for strategy and oversight of the Burnham Green and Blue project and the areas covered by it, under the draft terms of reference outlined in appendix A of the report.
b) Delegate authority to the Clerk in consultation with the expanded Working Group to spend the Green and Blue budget in accordance with the terms of the grant.
c) Include the Community Projects Officer in the 2027-28 budget, in part to help deliver the Burnham Green and Blue project, with the aim of recruiting to start of 1st April 2027 and with the Green and Blue youth engagement programme to be their first priority.

RA2627/51 Football Foundation grass pitch grants
The report on Football Foundation grass pitch grants was **NOTED**. It was **RESOLVED** to**:**

a. Delegate authority to the Clerk to apply for an FA Grass Pitch Maintenance Grant should the PitchPower report indicate that the Council is eligible, and to accept the grant if awarded including committing the Council to any reasonable required conditions.
b. Delegate authority to the Clerk to apply for the FA Grass Pitch Machinery Grant based on the recommendations received, although not to commit the Council to expenditures on machinery outside of revenue budgets without reporting back to a future meeting of one of the Council, the Committee, or the Policy and Resources Committee.
c. Approve the principle that 50% of any Pitch Maintenance Grant receive should be used towards costs already being spent on the pitch maintenance, and 50% should be used as additional budget for pitch maintenance to add further value.

RA2627/52 Budget 2027-28
The updated draft budget for the committee for 2027-28 was **NOTED.**

The Clerk reported that Cllr Slater had requested the addition of a further budget line to provide a memorial remembrance bench. They were awaiting confirmation of the proposed amount, and whether it was proposed to reduce another budget or increase the total budget and precept.

It was **RECOMMENDED** to the Policy & Resources Committee to:

a) Retain the new line for defibrillators in the 2027-28 budget.
b) Retain the Community Projects Officer post and budget in the 2027-28 budget
c) Not add a specific budget line for a memorial remembrance bench, but to look to fund such a bench from any remaining funds in the war memorial renovation fund once the position on grant funding and renovation works is clearer.
d) Otherwise adopt the draft budget as proposed, subject to any other changes felt necessary by committees and any changes to the projected Council Tax Base received from Buckinghamshire Council.

RA2627/53 Street Furniture
The Clerk reported that the bench at Truham Row was now installed, and another at Hag Hill had arrived and would be installed shortly. The Clerk suggested that recent experience indicated that there may be more public benches in Burnham than in Rome. They also noted that the bench formerly on Taplow Common Road near the Gore had been removed after being damaged by a

vehicle. It was hoped to replace the bench through either a future sponsor under the memorial bench scheme, or via an insurance claim – it was suggested that this may be claimable from the driver's insurance. The report and the updated bench inventory were **NOTED**.

The Clerk additionally reported that they and the Deputy Clerk were continuing to progress streetlighting and MVAS matters, and would hold their next quarterly meeting with the contractor towards the end of the month. The Deputy Clerk was also continuing to investigate options for possible MVAS expansion in the future.

The Clerk further reported that the upgraded defibrillator and cabinet at Terry Eames Fire and Security was in place, and that further Thames Valley Heartbeart had kindly agreed to donate a new defibrillator to be placed at the Olive Tree. This would be installed in due course. They reported some concerns around the functioning of the donated defibrillator at the Five Bells which they were looking into.

The Clerk finally reported that a damaged bin in Burnham Park had been replaced; and that a total of four additional bins had been added in 2026 – two sponsored dog bins, and the two new bins at the Pond.

The reports were **NOTED**.

RA2627/54 Sustainability, ecology and climate emergency
The updated list of eco actions was **NOTED.**

The report on volunteer Community Tree Champions was **NOTED.** It was **RESOLVED** to:

1. Advertise for volunteer Community Tree Champions in Burnham.
2. Delegate authority to the Clerk to either appoint and manage the Community Tree Champion(s), or delegate these responsibilities to another member of staff.

RA2627/55 Other project updates
The follow project updates were received:

Burnham Park Tree Avenue lighting: the issues around the operation of the sensors have now been addressed, and the lighting is in place. This item can now be taken off the agenda.

The Burn: Cllr Carey and the Deputy Clerk have continued to progress this matter, which is now also part of the wider 'Green and Blue' project.

Pond at Lent Green Lane: the Pond continues to be a popular local amenity, and duck feed will be available for sale shortly at Hall, Church office, and a local cafe. Crocuses had been planted at the Pond by the kind donation and efforts of the Rotary Club of Burnham Beeches. The pond is now part of the wider 'Green and Blue' project.

Memorial Tree Scheme: the Deputy Clerk and Head Groundsman continue to progress this matter. Appropriate trees are now again in season, and the first plantings were expected shortly although the weather is causing additional challenges.

Play area expansion project: a written update from the Deputy Clerk was circulated and read out, and Councillor Foster added a verbal update along with her thanks to the Deputy Clerk for her work on this project, which were echoed by Councillor Mummery and the rest of the committee. The Clerk circulated some draft proposal drawings to give Councillors a sense of the likely scale and nature of the proposals, which would be brought to a future meeting.

Hall mosaic: the restoration was completed in September, and can now be taken off the agenda.

GPMG toilets: the renovation works were completed in October, and can now be taken off the agenda. The Committee will consider the next stages of improvement works at the GPMG when reviewing parking charges at the end of the football season.

GPMG pavilion lease: This is close to completion. The Clerk is seeking to urgently conclude this matter with Learn to Dance and to bring the final lease to the Council for approval.

War Memorial: the response from the War Memorials Trust to our pre-application expression of interest is being awaited.

RA2627/57 Pitchside Café

It was **RESOLVED**

a) 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 following items included confidential staffing information.
b) to invite Councillors not on the committee to remain for this item.

The Clerk gave a verbal update on the staffing and business situation at the Pitchside Café, including the installation of CCTV and the appointment of a new Pitchside Café supervisor. It was **RESOLVED** to review café operations and future plans at the end of the football season.

RA2627/58 Grounds staffing

The confidential report with respect to the staffing and salaries was **NOTED**. It was **RECOMMENDED** to the Policy and Resources Committee to adopt the recommendation regarding staff pay contained within the report.

The meeting closed at 19:45

Date of next meeting: Tuesday 19th January 2027

Signed: Date: