

Council Offices:

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15th November 2023

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 21st November 2023 at 6.30pm**

Louise Hayday

Louise Hayday
Clerk to the Council

POLICY & RESOURCES COMMITTEE
21st November 2023

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 26th September 2023
- 5. Finances**
To receive October management accounts, balance sheet and ring-fenced funds.
- 6. Budget**
To receive the second draft of the full 2024/25 budget and make any amendments.

7. Expenditure

To approve items as requested by the Clerk or other Committees

- To approve a variation on the request for CIL spend from R&A for bench in the bus shelter on the green.

8. Policies & Procedures

- a) To receive and approve a new Safeguarding Policy
- b) To review the training policy
- c) To review the code of conduct

9. Project updates

Neighbourhood development plan

10. Eco-Audit/Green Strategy

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

11. 2023/24 Local Government Pay Scales

To note the updated pay scales for 2023/24 and note that the rise has been backdated for effected staff in the November pay run.

12. Staffing

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

13. 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.

14. Lent Green Lane

To consider renewal of the current lease and any increase.

15. Staffing

- a) To receive a summary of recent appraisals
- b) To receive recommendations for staff remuneration for 2024/2025

**Date of next meeting:
Tuesday 13th February 2024**