

Burnham Parish Council

Minutes of the meeting of the Council held on 9th December 2024 at 7:00pm in Burnham Park Hall.

Members of the Council present:

Cllr Marie Hammon (Chair)	Cllr John Carey (Vice Chair)	Cllr Carol Linton
Cllr Ekta Kaur Ross	Cllr Judith Foster	Cllr Lindsey Chatralia
Cllr Pat Bird	Cllr Terence Gamble	Cllr Paul Bunce
Cllr Jackie Slater	Cllr Graham Mummery	Cllr David Pepler
Cllr Alexa Collins	Cllr Paul Kelly	

Officers of the Council: Adam Killeya (Parish Clerk)
Rupinder Gaidhu (Finance Manager)

Public and others: 3 members of the public

FC2425/66 Apologies for Absence

Apologies were received from Cllr Stewart; and for early departure from Cllr Gamble.

It was **NOTED** that Cllr Pasha had not submitted apologies.

FC2425/67 Declarations of interest

Cllr Carey declared a non-pecuniary interest in agenda item 10c relating to Burnham Care and Share (minute FC2425/75), as a member of St Peter's Church and a member of the Care and Share Steering Committee.

Cllr Hammon declared a non-pecuniary interest in agenda item 12 relating to Project 57 (minute FC2425/77), as Footpath 57 runs adjacent to her residence.

FC2425/68 Public Forum

No matters were raised.

FC2425/69 Police Report

The written report and newsletter were **NOTED**.

FC2425/70 Minutes

It was **RESOLVED** to approve the minutes of the Extraordinary Council meeting held on 29th July 2024

It was **RESOLVED** to approve the minutes of the Council meeting held on 21st October 2024

FC2425/71 Minutes of Parish Council committees

The following minutes were **NOTED**

- a) Recreation and Amenities Committee – 22nd October 2024
- b) Planning Committee – 4th November 2024
- c) Burnham Park Management Committee – 12th November 2024 (draft)
- d) Policy & Resources Committee – 19th November 2024 (draft).
- e) Planning Committee – 25th November 2024.
- f) Recreation and Amenities Committee – 26th November 2024 (draft)

FC2425/72 Finance

It was **RESOLVED** to accept and approve the list of payments and receipts for October 2024. The total of the payments for October 2024 was £68,597.51

It was **RESOLVED** to accept and approve the October 2024 bank reconciliations.

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It was **RESOLVED** to appoint Councillor Carey to verify bank reconciliations in accordance with Financial Regulation 2.6, signing and dating both the reconciliations and the original bank statements or similar documents.

FC2425/73 Budget and precept 2025-26

It was **RESOLVED** to increase the Employer Pensions Contributions for the Scottish Widows Pensions Scheme from 3% to 6%, from 1st April 2025.

It was **RESOLVED** to include an additional budget line of £1,750 for bunting.

The Clerk drew members' attention to the proposed budget and accompanying commentary, which had been updated to include the provisional Council Tax base for 2025-26 of 5227.86; in comparison to 5,174.14 for 2024-25. The proposed budget would therefore represent a Band D precept of £159.37, in comparison to £130.11 for 2024-25.

It was **RESOLVED**

- a) To approve the proposed budget for the 2025-26 financial year.
- b) To submit a precept request to Buckinghamshire Council for £833,147.97, representing a Band D council tax of £159.37.

FC2425/74 Casual vacancy

The Clerk reported that Akash Bagga had ceased to be a member of the Council on 22nd November, in accordance with the provisions of Section 85 of the 1972 Local Government Act; and that appropriate notifications had been made to Buckinghamshire Council, to the public, and to Mr. Bagga. The report was **NOTED**.

It was **RESOLVED**

- a) Not to co-opt to fill the vacancy on the council, due to the upcoming ordinary council elections in May 2025.
- b) To appoint Cllr Kaur Ross to fill the vacancy on the Burnham Park Management Committee.

FC2425/75 Recommendations from committees

It was **RESOLVED** to approve the following updated policies:

- a) The consolidated GDPR, data, privacy and CCTV policy, noting the updated data audit.
- b) The updated Freedom of information policy and scheme of publication, including the additional recommendation from the internal auditor, in line with ICO regulations, to publish all non-confidential reports to Council meetings on the council website.
- c) The updated Risk Assessment policy and risk register for 2024-25.
- d) The Dog Control Policy.
- e) The Park Hire policy.

It was **RESOLVED** to:

- a) Approve funding of up to £2,000 from the High Street Land Securities Improvement Fund to fund the installation and purchase of up to three defibrillator cases, provided that charity funding is approved for the defibrillators;
- b) Delegate authority to the Clerk in consultation with Cllr Mummery to finalise the location of the devices, and seek appropriate permissions, in lines with the priorities outlined in the report.

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It was **RESOLVED**

- a) To enter into a formal agreement with Burnham Health Promotion Trust, and Burnham Care and Share CIO over the transfer of rights from BHPT to Burnham Care and Share, on the basis of:
 - a. A Deed of Variation to the existing lease to BHPT permitting the sharing of occupation.
 - b. A licence agreement to Care & Share CIO permitting them to use the storage room and associated rights for the food bank, to expire one day before the main lease expires on 30/11/2029.
- b) That the Council would pay the cost of the legal agreement, to be funded from an overspend in the Legal and Professional Services budget.
- c) To allow Burnham Care and Share CIO to use Burnham Park Hall as their official address, on the basis of the above agreements being reached.
- d) To permit Burnham Care and Share to continue to operate on the current basis whilst this matter is formally resolved; with this to be reviewed if not resolved within three months.

It was **RESOLVED** to approve the expenditure of up to £600 to buy and install a water fountain and any associated items at the GPMG Pavilion, from the GPMG site improvement fund.

FC2425/76 Reports from working groups

Cllr Linton and the Clerk reported on behalf of the Neighbourhood Plan working group that the Regulation 14 consultation period was now complete, and that the steering group would be reviewing the responses received in conjunction with our consultants ONH. They had run a consultation stall at the Christmas Event on Saturday, and feedback had been positive; the Clerk noted their thanks to Cllr Linton for her work staffing the stall throughout the event. They further reported that it has been confirmed that the plan did not need further environmental assessments. The report was **NOTED**.

The Council **NOTED** their thanks to the Clerk for their work on the Neighbourhood Plan.

It was **RESOLVED**:

- a) To delegate authority to the Clerk, in consultation with the Neighbourhood Plan Steering Group, authority to take all necessary steps for continuing the Neighbourhood Plan process, reporting back to the Full Council.
- b) To make no response to the Windsor and Maidenhead Borough Council regarding the draft Ascot Placemaking Supplementary Planning Document (SPD).

Cllr Carey reported that the Sustainability, Ecology and Climate Emergency Working Group (The Eco Group) was making progress on a number of projects. The report was **NOTED**.

FC2425/77 Project 57

The written report was **NOTED**. It was **RESOLVED**:

- a) To approve the project work outlined in the report, and to appoint Chiltern Rangers to carry out works as proposed in their quotation if and when funding is secured.
- b) To authorise the spending of up to £500 from the Capital Projects Fund towards this project, on the basis that the Council will secure as much of the funding as possible from elsewhere.

FC2425/78 Consultations

The written summary on the government consultation on remote meetings and proxy voting was **NOTED**. It was **RESOLVED** to direct the Clerk to submit a response to the consultation on behalf of the council, on the basis that:

- a) The Council opposes remote attendance at meetings.
- b) The Council opposes the use of proxy voting for council meetings.

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FC2425/79 Reports from Buckinghamshire Councillors

Cllr Kelly reported that Buckinghamshire Council had passed motions against changes to inheritance tax on farmers, and the charging of VAT on private schools. He gave further updates on budgets, devolution and the planning framework. He reported that he had written to the cabinet member to protest the selling off of social housing by social landlords; and further updated on planning enforcement matters on the High Street. The report was **NOTED**.

FC2425/80 Chair's report

The Chair, Cllr Hammon, reported that it had been a busy few weeks since the last meeting. Her engagements had included attending:

- A meeting with local MPs around the possibility of a new non-selective school in Burnham.
- A visit to the Buckinghamshire Archives in Aylesbury.
- The Proud of Bucks Awards, where Cllr Terry Gamble had been amongst those honoured
- The awarding of the Freedom of the Parish to Cllr David Pepler and Mrs Muriel Pepler.
- Remembrance Sunday, including placing a wreath alongside a representative of St Denis de l'Hotel.
- The switching on of the lights at Burnham Lodge along with Cllr Carey, and Cllr Dhillon of Buckinghamshire Council.
- The Christmas Carol Service at St Peter's, where both she and the Hall Manager had given readings.
- The unveiling of the Village Project photograph.
- The Christmas Market and light switch-on at the hall.

Cllr Pepler gave thanks to the Council on behalf of himself and Mrs Pepler for the award of the Freedom of the Parish; and thanks to the electors of Lent Rise Ward for returning him on a number of occasions.

The council **NOTED** their particular thanks to the Hall Manager and her team for a very successful Christmas Event.

The report was **NOTED**.

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FC2425/81 Reports from outside bodies

Cllr Linton report that the patient group for the GP surgery was offering a monthly workshop for patients on the use of the new appointments app, and gave thanks to the Parish Council for the free use of a room for this purpose. She further reported that there was excellent continuing attendance at the Burnham Youth Club, especially in the Senior Section.

Cllr Slater reported that she had attended an event at Churchill Living.

The reports were **NOTED**.

FC2425/82 Clerk's report

The Clerk's written report was **NOTED**.

The summary of costs for the settlement of a recent legal claim was **NOTED**.

The Chair reported that the Clerk had completed their annual appraisal, six-month probation review, and Certificate of Local Council Administration (CiCLA).

The Council **NOTED** congratulations to both the Clerk and to Cllr Collins on the completion of their CiLCA qualifications.

It was **RESOLVED** that the Clerk had successfully completed their probationary period.

Signed: _____

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It was **RESOLVED** 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 item included sensitive information around staffing matters.

It was **RESOLVED** to accept the recommendations of the Clerk made in confidential session.

The meeting closed at 9:05pm
Date of the next meeting: Monday 27th January 2025

Signed: _____



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