

**Council Offices:**

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4<sup>th</sup> April 2024

To: Members of the Burnham Park Management Committee, and all other Burnham Parish Councillors for information.

You are hereby summoned to attend a **meeting of the Burnham Park Management Meeting** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **Tuesday 9<sup>th</sup> April 2024 at 6.30pm.**

Karen Crowhurst - Clerk to the Council

Signed: *K. A. Crowhurst*

Date: 4th April 2024

**BURNHAM PARK MANAGEMENT MEETING**  
**9<sup>th</sup> April 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 of 27<sup>th</sup> February 2024

**5. Finance**

a) To receive January 2024 and February 2024 accounts and café figures.

b) To note the financial position of the Burnham Park Management Committee budget - Report previously circulated.

c) To consider any actions and decisions regarding financial matters for Burnham Park Hall Management Committee which are non-confidential.

**6. Events & Hires report**

a) To receive updates on current and past events and hires.

**7. Future Events**

a) To receive the recommendations report of the Locum General Manager and Locum Clerk

b) To agree any actions and decisions arising from the report -previously circulated

**8. Update from Locum General Manager – For noting not for decisions**

**9. Hall Hire Rates**

To receive a report and proposal for the rates and charges at Burnham Park Hall

**10. Marketing & publicity**

To review marketing and publicity campaigns, and website.

**11. Building & Equipment Maintenance**

To receive an update on current building maintenance issues.

**11. Eco-audit and green strategy**

To discuss the results of the eco-audit that relate to this Committee

**Exclusion of press and public That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted. – If needed**

**Date of next meeting:  
Tuesday 9<sup>th</sup> July 2024  
6.30pm  
Burnham Park Hall**