

BURNHAM PARISH COUNCIL

Minutes of the Recreation & Amenities Committee held on 2nd June 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 Zoe Gardiner

Cllr Pat Bird

Cllr Marie Hammon

Officers of the Council: Adam Killea (Parish Clerk)

Members of the public: None

RA2627/01 Election of Chair

It was **RESOLVED** to elect Cllr Paul Bunce as Chair of the Recreation & Amenities Committee for the 2026-27 municipal year.

RA2627/02 Election of Vice Chair

It was **RESOLVED** to elect Cllr Graham Mummery as Vice Chair of the Recreation & Amenities Committee for the 2026-27 municipal year.

RA2627/03 Apologies for Absence

Apologies for absence were received from Cllrs Wallis and Linton.

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

RA2627/04 Declarations of Interest

Cllr Hammon declared an interest in item 15b: Correspondence from Burnham Tennis Association (minute RA2627/15) as a member of the Burnham Tennis Association. She left the meeting for this item.

RA2627/05 Public Forum

As there were no members of the public present there was no public forum.

RA2627/06 Minutes

It was **RESOLVED** to approve the minutes of the committee meeting of 17th March 2026.

RA2627/07 Finance

It was **RESOLVED** to accept and approve the end of year accounts and budget monitoring report for the committee for 2025-26.

RA2627/08 Head Groundsman's Report

The report was **NOTED**.

The Clerk added that the Parochial Church Council of St Peter's had now given approval for 'dog on lead' signs in the Churchyard, and this would now be actioned.

Signed:

Date:

RA2627/09 Street Furniture

The Clerk reported that a new memorial bench near the trim trail in Burnham Park had been agreed in principle and the site was being confirmed. Discussions were also in progress for a possible bench on the tree avenue. Benches at the pond were included in the report under minute RA2627/11 Project updates below.

The Clerk further reported that they and the Deputy Clerk had held their quarterly meeting with the streetlighting contractor in May, and had agreed further works in line with the Council's policy of utilising solar replacements where possible. They also briefed the committee on the Council's approach regarding streetlight moves.

The Clerk finally reported that two additional dog bins had been provided, at the Chery Orchard and at the Burnham Park Hall end of the High Street, through a sponsorship agreement with Claire's Comfy Canines.

The reports were **NOTED**.

RA2627/10 Sustainability, ecology and climate emergency

The updated list of eco actions was **NOTED**.

RA2627/11 Project updates

The Clerk reported that the lights for installing in Burnham Park had now been ordered and should be installed soon.

Cllr Carey reported that he and the Deputy Clerk were continuing to progress works at The Knowledge Stream (formerly 'Project 57'), and had completed the judging of the new naming competition. Going forward the area would be named 'The Burn'. Runners-up had been 'Harmony Garden' and 'Green Springs'. The Committee **NOTED** their thanks to the Deputy Clerk for her hard work on this project.

The Clerk further reported that the library box on the Village Green was still in progress and coming along well, and that it was hoped that the box would be ready for installation in June or July.

The Clerk additionally reported that the Memorial Tree Scheme had now been advertised and multiple expressions of interest had been received. Planting the trees was being impacted by seasonal tree availability but this was being advanced by the Deputy Clerk working with the Head Groundsman.

The Clerk updated the committee on progress with the pond at Lent Green Lane, and reminded Councillors of the 'official re-opening' of the pond scheduled for Saturday 13th June which the Lord-Lieutenant of Buckinghamshire was attending. New litter bins and the first bench had been installed that day, and the second bench, information board and safety equipment would be installed shortly.

The Clerk confirmed that works to the mosaic outside Burnham Park Hall had been commissioned and would commence once the contractor had sources matching or 'best match' materials.

Signed:

Date:

Cllr Mummery gave an update on progress on the play areas project, on which he, Cllr Bunce and Cllr Gardiner were working with the Deputy Clerk. He stated that whilst the focus was currently on exploring an extension to the play area in Burnham Park, no options had yet been ruled out or decisions made, and this would be brought to committee in due course to take a formal view.

The reports were all **NOTED**.

RA2627/12 Patch of land adjacent to hall car park

The written report was **NOTED**, and it was **RECOMMENDED** to the Burnham Park Management Committee and the Policy & Resources Committee to approve the work plan, up to a total budget of £700, to be funded from the Community Infrastructure Levy.

RA2627/13 War Memorial

The Burnham War Memorial Condition Report was **NOTED**. The Clerk reported that they had shared the report with key officers from Burnham Royal British Legion. The Deputy Clerk was seeking estimated costs from the surveyor for implementing the recommendations to facilitate a decision about how and when to stage works. Further quotes would be needed before commissioning work.

The Clerk further confirmed that there was currently just over £2,500 in the War Memorial Renovation Fund, and that this was separate from the £500 revenue item for War Memorial Maintenance. They added that it was potentially possible to apply for a grant towards 50% of the renovation costs.

RA2627/14 Risk Assessments

The following risk assessments were **NOTED**:

- General Risk Audit for the George Pitcher Memorial Ground
- Fire Risk Assessment for the George Pitcher Memorial Ground
- Risk Assessments for Council Play Areas

The Clerk stated that they would implement the recommendations appropriately working with other relevant staff.

RA2627/15 Correspondence

The correspondence and additional notes from the Clerk regarding drones and unmanned aircraft were **NOTED**. It was **RESOLVED** that the Council would permit drones being flown from its lands provided that

- i. the operator is complying with Civil Aviation Authority regulations and other legislation;
- ii. drones are not being flown over by-standers, residential properties or roads.

It was **RECOMMENDED** to BPMC to update the hall terms and conditions of hire to include this policy with respect to the use of drones by hall hirers.

The Clerk reported on the correspondence and discussions with Burnham Tennis Association regarding a request to jointly fund tree work on the Council's land. It was **RESOLVED** to approve the Council paying 50% of the costs for works, up to a maximum total contribution of £1000, and

Signed:

Date:

subject to sufficient appropriate quotes being obtained by the BTA, from the outside spaces grounds maintenance budget.

RA2627/16 High Street obelisk

The Chair reported that the full proposal was anticipated at the next meeting in July.

RA2627/17 Parking charges – George Pitcher Memorial Ground

The written report was **NOTED**. It was **RESOLVED** not to amend the scheme for a further year, with a further formal review to be carried out in the first Recreation and Amenities Committee meeting of the 2027-28 Council year and with due consideration given at that time to alternative revenue streams.

The meeting closed at 19:54
Date of next meeting: Thursday 7th July

Signed:

Date:

Detailed Income & Expenditure by Budget Heading 16/06/2026

Month No: 1

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Parish Office								
1076 PRECEPT	437,355	437,355	874,711	437,356			50.0%	
1080 BANK INTEREST RECEIVED	1,348	1,348	10,000	8,652			13.5%	
1090 Lent Green Property (Inc)	1,449	1,449	16,740	15,291			8.7%	
1999 Miscellaneous Income	1,165	1,165	0	(1,165)			0.0%	
Parish Office :- Income	441,318	441,318	901,451	460,133			49.0%	0
4000 Salaries	16,416	16,416	223,268	206,852		206,852	7.4%	
4030 Pension Recharge Costs	0	0	840	840		840	0.0%	
4040 Staff Mileage	16	16	210	194		194	7.7%	
4050 Staff Welfare	0	0	2,725	2,725		2,725	0.0%	
4055 Training	0	0	2,075	2,075		2,075	0.0%	
4060 Insurance	0	0	18,500	18,500		18,500	0.0%	
4065 Legal & Professional Fees	293	293	18,000	17,707		17,707	1.6%	
4066 Audit Fees	0	0	3,500	3,500		3,500	0.0%	
4070 Chair's Allowance	0	0	1,500	1,500		1,500	0.0%	
4075 Cllrs Expenses & Training	0	0	750	750		750	0.0%	
4080 Twinning Expenses	0	0	100	100		100	0.0%	
4085 Election Costs	0	0	4,000	4,000		4,000	0.0%	
4090 Postage	0	0	50	50		50	0.0%	
4095 Stationery	83	83	4,200	4,118		4,118	2.0%	
4100 Telephones	536	536	5,500	4,964		4,964	9.7%	
4105 Meeting Expenses	0	0	625	625		625	0.0%	
4110 Advertising	0	0	310	310		310	0.0%	
4115 Bank Charges	83	83	750	668		668	11.0%	
4120 ICT/Software	8,404	8,404	11,000	2,596		2,596	76.4%	
4125 Subscriptions	2,380	2,380	3,120	740		740	76.3%	
4130 Health & Safety/Risk Assess	0	0	1,500	1,500		1,500	0.0%	
4135 Building Maintenance & Repairs	0	0	225	225		225	0.0%	
4140 Recruitment	0	0	250	250		250	0.0%	
4150 Freedom of the Parish Exp	0	0	600	600		600	0.0%	
4155 Community Entertainment Fund	0	0	3,000	3,000		3,000	0.0%	
4160 Equipment Purchase/Repair	0	0	1,000	1,000		1,000	0.0%	
4165 Grants/Donations	0	0	3,250	3,250		3,250	0.0%	
4170 Office Furniture	0	0	1,000	1,000		1,000	0.0%	
4175 Village Centre Regeneration	0	0	5,000	5,000		5,000	0.0%	
4180 Christmas Lights	0	0	7,000	7,000		7,000	0.0%	
4275 PWLB Loan Repayments	0	0	122,391	122,391		122,391	0.0%	
5000 General Reserve Top-up	0	0	30,000	30,000		30,000	0.0%	
Parish Office :- Indirect Expenditure	28,210	28,210	476,239	448,029	0	448,029	5.9%	0
Net Income over Expenditure	413,107	413,107	425,212	12,105				

Detailed Income & Expenditure by Budget Heading 16/06/2026

Month No: 1

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
200 Burnham Park Hall								
1200 Hall Hire	5,834	5,834	139,000	133,166			4.2%	
1220 Solar Income	0	0	2,000	2,000			0.0%	
1250 Event Income	0	0	10,000	10,000			0.0%	
1999 Miscellaneous Income	0	0	1,000	1,000			0.0%	
Burnham Park Hall :- Income	5,834	5,834	152,000	146,166			3.8%	0
4000 Salaries	13,709	13,709	171,557	157,848		157,848	8.0%	
4040 Staff Mileage	0	0	50	50		50	0.0%	
4055 Training	0	0	1,040	1,040		1,040	0.0%	
4130 Health & Safety/Risk Assess	344	344	1,500	1,156		1,156	22.9%	
4135 Building Maintenance & Repairs	7,580	7,580	35,000	27,420		27,420	21.7%	
4160 Equipment Purchase/Repair	0	0	4,500	4,500		4,500	0.0%	
4200 Clothing	0	0	250	250		250	0.0%	
4205 Event Promotion	0	0	1,250	1,250		1,250	0.0%	
4210 Licences	0	0	2,000	2,000		2,000	0.0%	
4215 Equipment Hire	0	0	1,500	1,500		1,500	0.0%	
4217 Tills & Terminal Hire	53	53	2,400	2,348		2,348	2.2%	
4220 Laundry	0	0	550	550		550	0.0%	
4235 BPH Purchases	0	0	1,000	1,000		1,000	0.0%	
4240 Entertainment	0	0	9,000	9,000		9,000	0.0%	
4245 Bank Charges	102	102	1,800	1,698		1,698	5.6%	
4250 Rates & Council Tax	19,735	19,735	18,500	(1,235)		(1,235)	106.7%	
4255 Refuse	238	238	3,650	3,412		3,412	6.5%	
4260 Utilities	5,620	5,620	63,000	57,380		57,380	8.9%	
4275 PWLB Loan Repayments	0	0	4,880	4,880		4,880	0.0%	
4280 Bad Debt Write Off	0	0	100	100		100	0.0%	
4285 HVAC Repair Fund	0	0	20,000	20,000		20,000	0.0%	
4315 Property Improvements	0	0	7,250	7,250		7,250	0.0%	
4320 Cleaning	189	189	1,000	811		811	18.9%	
4390 CCTV Maintain / replace	0	0	5,000	5,000		5,000	0.0%	
Burnham Park Hall :- Indirect Expenditure	47,570	47,570	356,777	309,207	0	309,207	13.3%	0
Net Income over Expenditure	(41,736)	(41,736)	(204,777)	(163,041)				
210 Cafe								
1205 Café Sales	1,292	1,292	15,000	13,708			8.6%	
Cafe :- Income	1,292	1,292	15,000	13,708			8.6%	0
4225 Café Purchases	308	308	9,500	9,192		9,192	3.2%	
Cafe :- Indirect Expenditure	308	308	9,500	9,192	0	9,192	3.2%	0
Net Income over Expenditure	984	984	5,500	4,516				

Detailed Income & Expenditure by Budget Heading 16/06/2026

Month No: 1

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
220 Bar								
1215 Bar Sales	4,805	4,805	39,000	34,195			12.3%	
Bar :- Income	4,805	4,805	39,000	34,195			12.3%	0
4230 Bar Purchases	3,495	3,495	19,500	16,005		16,005	17.9%	
Bar :- Indirect Expenditure	3,495	3,495	19,500	16,005	0	16,005	17.9%	0
Net Income over Expenditure	1,310	1,310	19,500	18,190				
240 Events								
1250 Event Income	2,388	2,388	0	(2,388)			0.0%	
Events :- Income	2,388	2,388	0	(2,388)				0
4240 Entertainment	1,355	1,355	0	(1,355)		(1,355)	0.0%	
Events :- Indirect Expenditure	1,355	1,355	0	(1,355)	0	(1,355)		0
Net Income over Expenditure	1,033	1,033	0	(1,033)				
300 GPMG								
1300 GPMG Parking Income	210	210	10,000	9,790			2.1%	
1370 Padel Court Income	0	0	7,500	7,500			0.0%	
GPMG :- Income	210	210	17,500	17,290			1.2%	0
4000 Salaries	4,252	4,252	51,570	47,318		47,318	8.2%	
4040 Staff Mileage	0	0	1,100	1,100		1,100	0.0%	
4130 Health & Safety/Risk Assess	235	235	0	(235)		(235)	0.0%	
4136 Grounds Maintenance & Repairs	0	0	18,000	18,000		18,000	0.0%	
4200 Clothing	0	0	100	100		100	0.0%	
4255 Refuse	0	0	1,450	1,450		1,450	0.0%	
4300 Fuel	0	0	3,700	3,700		3,700	0.0%	
4305 Signage	0	0	500	500		500	0.0%	
4310 GPMG Improvement Fund	0	0	10,000	10,000		10,000	0.0%	
GPMG :- Indirect Expenditure	4,487	4,487	86,420	81,933	0	81,933	5.2%	0
Net Income over Expenditure	(4,277)	(4,277)	(68,920)	(64,643)				
310 GP Pavillion								
1220 Solar Income	0	0	600	600			0.0%	
1310 Pavillion Tenant (Income)	0	0	27,500	27,500			0.0%	
GP Pavillion :- Income	0	0	28,100	28,100			0.0%	0
4130 Health & Safety/Risk Assess	109	109	0	(109)		(109)	0.0%	

Detailed Income & Expenditure by Budget Heading 16/06/2026

Month No: 1

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4135 Building Maintenance & Repairs	1,867	1,867	4,000	2,133		2,133	46.7%	
4260 Utilities	2,221	2,221	21,000	18,779		18,779	10.6%	
4275 PWLB Loan Repayments	0	0	3,254	3,254		3,254	0.0%	
GP Pavillion :- Indirect Expenditure	4,198	4,198	28,254	24,056	0	24,056	14.9%	0
Net Income over Expenditure	(4,198)	(4,198)	(154)	4,044				
320 Public Conveniences								
4130 Health & Safety/Risk Assess	169	169	0	(169)		(169)	0.0%	
4135 Building Maintenance & Repairs	2,598	2,598	5,000	2,402		2,402	52.0%	
4260 Utilities	(1,114)	(1,114)	2,300	3,414		3,414	(48.4%)	
4320 Cleaning	471	471	5,250	4,779		4,779	9.0%	
Public Conveniences :- Indirect Expenditure	2,124	2,124	12,550	10,426	0	10,426	16.9%	0
Net Expenditure	(2,124)	(2,124)	(12,550)	(10,426)				
330 Tied Accommodation								
4135 Building Maintenance & Repairs	0	0	1,500	1,500		1,500	0.0%	
4330 Council Tax	0	0	3,158	3,158		3,158	0.0%	
Tied Accommodation :- Indirect Expenditure	0	0	4,658	4,658	0	4,658	0.0%	0
Net Expenditure	0	0	(4,658)	(4,658)				
340 Outside Spaces								
1305 Sports & Grounds Lettings	(120)	(120)	26,650	26,770			(0.5%)	
1330 Bowls and Tennis Club Income	0	0	1,000	1,000			0.0%	
1360 Burnham Park Income	850	850	1,500	650			56.7%	
1999 Miscellaneous Income	1,067	1,067	1,000	(67)			106.7%	
Outside Spaces :- Income	1,796	1,796	30,150	28,354			6.0%	0
4000 Salaries	6,240	6,240	79,252	73,012		73,012	7.9%	
4040 Staff Mileage	65	65	0	(65)		(65)	0.0%	
4055 Training	0	0	1,040	1,040		1,040	0.0%	
4130 Health & Safety/Risk Assess	373	373	1,560	1,187		1,187	23.9%	
4136 Grounds Maintenance & Repairs	5,381	5,381	10,500	5,119		5,119	51.2%	
4160 Equipment Purchase/Repair	148	148	5,000	4,852		4,852	3.0%	
4200 Clothing	0	0	200	200		200	0.0%	
4300 Fuel	0	0	1,000	1,000		1,000	0.0%	
4305 Signage	0	0	500	500		500	0.0%	
4340 Purchases	0	0	250	250		250	0.0%	
4345 New Play Equipment Fund	0	0	5,000	5,000		5,000	0.0%	

Detailed Income & Expenditure by Budget Heading 16/06/2026

Month No: 1

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4350 Vehicle & Major Equip. Replace	0	0	15,000	15,000		15,000	0.0%	
4355 War Memorial Maintenance	0	0	500	500		500	0.0%	
4360 War Memorial Renovation Fund	0	0	3,000	3,000		3,000	0.0%	
4400 Pond Works	3,939	3,939	5,000	1,061		1,061	78.8%	
4405 Hanging Baskets & Planters	1,905	1,905	5,000	3,095		3,095	38.1%	
Outside Spaces :- Indirect Expenditure	18,052	18,052	132,802	114,750	0	114,750	13.6%	0
Net Income over Expenditure	(16,255)	(16,255)	(102,652)	(86,397)				
350 Pitchside								
1350 Pitchside Income	601	601	10,000	9,399			6.0%	
Pitchside :- Income	601	601	10,000	9,399			6.0%	0
4000 Salaries	756	756	8,000	7,244		7,244	9.5%	
4160 Equipment Purchase/Repair	0	0	300	300		300	0.0%	
4320 Cleaning	0	0	200	200		200	0.0%	
4380 Stock Purchases	0	0	7,000	7,000		7,000	0.0%	
4385 Miscellaneous Purchases	0	0	400	400		400	0.0%	
Pitchside :- Indirect Expenditure	756	756	15,900	15,144	0	15,144	4.8%	0
Net Income over Expenditure	(155)	(155)	(5,900)	(5,745)				
360 Street Lights & Cameras								
1380 Streetlighting Income	1,680	1,680	0	(1,680)			0.0%	
Street Lights & Cameras :- Income	1,680	1,680	0	(1,680)				0
4135 Building Maintenance & Repairs	0	0	26,000	26,000		26,000	0.0%	
4136 Grounds Maintenance & Repairs	738	738	0	(738)		(738)	0.0%	
4180 Christmas Lights	0	0	3,500	3,500		3,500	0.0%	
4260 Utilities	819	819	0	(819)		(819)	0.0%	
4265 Electricity	0	0	12,500	12,500		12,500	0.0%	
4390 CCTV Maintain / replace	0	0	7,000	7,000		7,000	0.0%	
4395 Bunting	0	0	1,600	1,600		1,600	0.0%	
Street Lights & Cameras :- Indirect Expenditure	1,556	1,556	50,600	49,044	0	49,044	3.1%	0
Net Income over Expenditure	124	124	(50,600)	(50,724)				
Grand Totals:- Income	459,925	459,925	1,193,201	733,276			38.5%	
Expenditure	112,112	112,112	1,193,200	1,081,088	0	1,081,088	9.4%	
Net Income over Expenditure	347,812	347,812	1	(347,811)				
Movement to/(from) Gen Reserve	347,812	347,812	1	(347,811)				

Detailed Profit and Loss Account - By Cost Centre

Month 1 Date 16/06/2026

Centre	Description	Month Actual	Budget	Variance	YTD Actual	Budget	Variance
100 Parish Office							
<u>Account</u>	<u>Sales/Income</u>						
1076	PRECEPT	437,355	437,356	(1)	437,355	437,356	(1)
1080	BANK INTEREST RECEIVED	1,348	1,500	(152)	1,348	1,500	(152)
1090	Lent Green Property (Inc)	1,449	1,395	54	1,449	1,395	54
1999	Miscellaneous Income	1,165	0	1,165	1,165	0	1,165
Total Sales/Income		441,318	440,251	1,067	441,318	440,251	1,067
<u>Account</u>	<u>Indirect/Overhead Expenditure</u>						
4000	Salaries	16,416	18,606	(2,190)	16,416	18,606	(2,190)
4040	Staff Mileage	16	18	(2)	16	18	(2)
4050	Staff Welfare	0	100	(100)	0	100	(100)
4055	Training	0	173	(173)	0	173	(173)
4060	Insurance	0	18,500	(18,500)	0	18,500	(18,500)
4065	Legal & Professional Fees	293	1,500	(1,207)	293	1,500	(1,207)
4070	Chair's Allowance	0	100	(100)	0	100	(100)
4075	Cllrs Expenses & Training	0	62	(62)	0	62	(62)
4090	Postage	0	4	(4)	0	4	(4)
4095	Stationery	83	350	(268)	83	350	(268)
4100	Telephones	536	458	78	536	458	78
4105	Meeting Expenses	0	52	(52)	0	52	(52)
4110	Advertising	0	26	(26)	0	26	(26)
4115	Bank Charges	83	62	21	83	62	21
4120	ICT/Software	8,404	1,000	7,404	8,404	1,000	7,404
4125	Subscriptions	2,380	1,000	1,380	2,380	1,000	1,380
4130	Health & Safety/Risk Assess	0	125	(125)	0	125	(125)
4135	Building Maintenance & Repairs	0	19	(19)	0	19	(19)
4140	Recruitment	0	21	(21)	0	21	(21)
4155	Community Entertainment Fund	0	200	(200)	0	200	(200)
4160	Equipment Purchase/Repair	0	83	(83)	0	83	(83)
4165	Grants/Donations	0	271	(271)	0	271	(271)
4170	Office Furniture	0	83	(83)	0	83	(83)
4175	Village Centre Regeneration	0	417	(417)	0	417	(417)
Total Indirect/Overhead Expenditure		28,210	43,230	(15,020)	28,210	43,230	(15,020)
Profit before Other Costs & Income		413,107	397,021	16,086	413,107	397,021	16,086
% Profit before Other Costs & Income		93.61%	90.18%		93.61%	90.18%	

200 Burnham Park Hall

<u>Account</u>	<u>Sales/Income</u>						
1200	Hall Hire	5,834	10,425	(4,591)	5,834	10,425	(4,591)
1250	Event Income	0	750	(750)	0	750	(750)
1999	Miscellaneous Income	0	83	(83)	0	83	(83)
Total Sales/Income		5,834	11,258	(5,424)	5,834	11,258	(5,424)
<u>Account</u>	<u>Indirect/Overhead Expenditure</u>						
4000	Salaries	13,709	14,296	(587)	13,709	14,296	(587)
4040	Staff Mileage	0	4	(4)	0	4	(4)

Detailed Profit and Loss Account - By Cost Centre

Month 1 Date 16/06/2026

Centre	Description	Month Actual	Budget	Variance	YTD Actual	Budget	Variance
240 Events							
<u>Account</u>	<u>Sales/Income</u>						
1250	Event Income	2,388	0	2,388	2,388	0	2,388
	Total Sales/Income	2,388	0	2,388	2,388	0	2,388
<u>Account</u>	<u>Indirect/Overhead Expenditure</u>						
4240	Entertainment	1,355	0	1,355	1,355	0	1,355
	Total Indirect/Overhead Expenditure	1,355	0	1,355	1,355	0	1,355
	Profit before Other Costs & Income	1,033	0	1,033	1,033	0	1,033
	% Profit before Other Costs & Income	43.27%			43.27%		
300 GPMG							
<u>Account</u>	<u>Sales/Income</u>						
1300	GPMG Parking Income	210	1,004	(794)	210	1,004	(794)
	Total Sales/Income	210	1,004	(794)	210	1,004	(794)
<u>Account</u>	<u>Indirect/Overhead Expenditure</u>						
4000	Salaries	4,252	4,298	(46)	4,252	4,298	(46)
4040	Staff Mileage	0	92	(92)	0	92	(92)
4130	Health & Safety/Risk Assess	235	0	235	235	0	235
4136	Grounds Maintenance & Repairs	0	500	(500)	0	500	(500)
4200	Clothing	0	8	(8)	0	8	(8)
4255	Refuse	0	121	(121)	0	121	(121)
4300	Fuel	0	308	(308)	0	308	(308)
4305	Signage	0	42	(42)	0	42	(42)
4310	GPMG Improvement Fund	0	1,004	(1,004)	0	1,004	(1,004)
	Total Indirect/Overhead Expenditure	4,487	6,373	(1,886)	4,487	6,373	(1,886)
	Profit before Other Costs & Income	(4,277)	(5,369)	1,092	(4,277)	(5,369)	1,092
	% Profit before Other Costs & Income	-2,036.82%	-534.76%		-2,036.82%	-534.76%	
310 GP Pavillion							
<u>Account</u>	<u>Indirect/Overhead Expenditure</u>						
4130	Health & Safety/Risk Assess	109	0	109	109	0	109
4135	Building Maintenance & Repairs	1,867	500	1,367	1,867	500	1,367
4260	Utilities	2,221	1,500	721	2,221	1,500	721
	Total Indirect/Overhead Expenditure	4,198	2,000	2,198	4,198	2,000	2,198
	Profit before Other Costs & Income	(4,198)	(2,000)	(2,198)	(4,198)	(2,000)	(2,198)
	% Profit before Other Costs & Income						

Detailed Profit and Loss Account - By Cost Centre

Month 1 Date 16/06/2026

Centre	Description	Month Actual	Budget	Variance	YTD Actual	Budget	Variance
350 Pitchside							
<u>Account</u>	<u>Sales/Income</u>						
1350	Pitchside Income	601	1,004	(403)	601	1,004	(403)
	Total Sales/Income	601	1,004	(403)	601	1,004	(403)
<u>Account</u>	<u>Indirect/Overhead Expenditure</u>						
4000	Salaries	756	804	(48)	756	804	(48)
4320	Cleaning	0	17	(17)	0	17	(17)
4380	Stock Purchases	0	703	(703)	0	703	(703)
4385	Miscellaneous Purchases	0	33	(33)	0	33	(33)
	Total Indirect/Overhead Expenditure	756	1,557	(801)	756	1,557	(801)
	Profit before Other Costs & Income	(155)	(553)	398	(155)	(553)	398
	% Profit before Other Costs & Income	-25.71%	-55.08%		-25.71%	-55.08%	
360 Street Lights & Cameras							
<u>Account</u>	<u>Sales/Income</u>						
1380	Streetlighting Income	1,680	0	1,680	1,680	0	1,680
	Total Sales/Income	1,680	0	1,680	1,680	0	1,680
<u>Account</u>	<u>Indirect/Overhead Expenditure</u>						
4135	Building Maintenance & Repairs	0	8,600	(8,600)	0	8,600	(8,600)
4136	Grounds Maintenance & Repairs	738	0	738	738	0	738
4260	Utilities	819	0	819	819	0	819
4265	Electricity	0	1,042	(1,042)	0	1,042	(1,042)
4395	Bunting	0	600	(600)	0	600	(600)
	Total Indirect/Overhead Expenditure	1,556	10,242	(8,686)	1,556	10,242	(8,686)
	Profit before Other Costs & Income	124	(10,242)	10,366	124	(10,242)	10,366
	% Profit before Other Costs & Income	7.36%			7.36%		
COST CENTRE TOTALS							
	Total Income/Sales	459,925	457,775	2,150	459,925	457,775	2,150
	Total Expenditure/Costs	112,112	127,024	(14,912)	112,112	127,024	(14,912)
	Surplus of Income over Expenditure	347,812	330,751	17,061	347,812	330,751	17,061
	% Surplus to Income/Sales	75.62%	72.25%		75.62%	72.25%	

Head Groundsman's report, 26th June 2026

a) Parks and playgrounds.

Burnham Park

- All shrubs have been trimmed.
- Wildflowers are slowly coming through.
- Trim trail looks good.
- We may have to replace some of the oak trees on Truham Row, we will wait until autumn to see. These have been watered.
- A new height restriction barrier has been put in, kindly arranged and paid for by Traylen's.



Hag Hill

All good; some wild-flowers along the fence line look good.

Stomp road

- Play equipment is good.
- Shrubs have been cut at the front.

St Peters

The Burn: as said before we have only cut 1ft either side of the path as said by the rangers , this was to protect the plant which were put in.



Clerk's note: Laiba/John will liaise with Tm about next steps on this.

- b) Hall, village green and war memorial.

Burnham Park Hall

All good.



War Memorial

- All good.
- Flowers have been replaced, and the new lavender put in.

c) Churchyard

- All good.
- We will be cutting the brambles down along the wall and trimming any trees or shrubs along church walk in the winter.

d) George Pitcher Memorial Ground

- Pitch renovation is ongoing. We are leaving the grass as long as possible as this may help with lack of water.

e) Machinery and equipment.

Nothing new to report for now.

f) Other

- All new trees are being watered twice a week this is taking about 740 ltrs.
- Pitches are taking 6000ltrs a week



Recreation & Amenities 'Green' To Do List (updated 19.06.26)

Live list

Pavilion		
Change heating controls for simpler system	Retain	
Consider changing the heating system	Retain	
Replace remaining lamps with LED	When replacing	
Install aerator shower heads	When replacing	
Replace taps with push button or sensor taps	When replacing	
Check cistern sizes and install water saving bags if needed	When replacing	

George Pitcher		
Purchase electrical machinery	Review when replacing	
Consider EV charging in the car park	Retain	
Change to electric vehicles when current vehicles reach end of life	Review when replacing	
Consider solar panels as part of car park design	Not currently viable	
Explore feasibility of installing wind-turbines	Retain	
Explore feasibility of further solar panels (machinery storage shed)	Retain	
Increase boundary copse by 3 metres in nature park	Retain	
Allow hedge expansion around football pitches	Prioritise	
Use sustainable safe materials under exercise equipment rather than tarmac	When replacing	

Burnham Park		
Line walkways with trees to increase biodiversity	In progress	Trees and signage now in place – just solar lighting and bench

St Peters		
Consider planting a community orchard at St Peters	Investigating	
Upgrade and renew the project 57 area around the stream	In progress	Main work done Nov 25. John and Laiba looking at next stage.

Public Toilets		
Investigate water usage as seems very high	Investigating – need to review following plumbing works	

Litter pick		
Introduce a quarterly litter pick	In progress	Continuing

Other council land		
Investigate cycle racks at Jennery Lane and other central location	Retain	No site ideas received: will consider as and when sites come up.

Additional action not on list but in progress / under consideration

GPMG		
Add additional trees at GPMG/Cherry Orchard arising from Padel Court project	In progress	Will plant when trees handed over
Add wildlife enhancements at the Pond	Under consideration	Will consider as part of plan for next stage of improvements. Potentially some funding available.

Completed Actions

Pavillion

Insulate pipes to the hot water tank	Done	
Insulate loft hatch	Done	
Repair leaking taps	Done	
Switch to recycled toilet paper	Done	
Ensure all cleaning products are environmentally friendly	Done	
Increase insulation in pavilion roof from 100mm to 300mm	Done	

GPMG

Increase areas of natural woodland hedging	Done	
Increase areas of wildflower meadow	Done: New area planted	
Prune trees shadowing the solar panels on pavilion	Done	
Investigate switching diesel vehicles to hydrogenated fuel oil	Done	
Add tree/shrub/herb hedging to perimeter of St Peters, utilising free saplings from Woodland Trust	Done	Done along one full side. Can review to consider more for coming year if successful

Pitchside

Replace old chest freezer with new energy efficient model	Done	
Ensure freezer set to -18 and fridge set to 5 degrees	Done	
Replace beef crisps with alternative	Done	
Switch from single use sugar sachets to sugar shaker	Done	
Ensure all cleaning products are environmentally friendly	Done	
Replace beef burgers with less environmentally damaging option	Done	
Switch to recycled napkins	Done	
Switch to recycled bin bags	Done	
Buy fairtrade coffee tee, sugar and organic milk	Done	

Public toilets

Switch to recycled toilet paper	Done	
Switch to recycled bin bags	Done	
Ensure all cleaning products are environmentally friendly	Done	

Water fountains

Investigate / install water fountain at GPMG	Done	
Investigate / install water fountain at Jennery Lane toilets	Done	

Items done not on list

400 trees/hedging planted at GPMG
Wild flower seeds planted at GPMG – now in Nature Park as well as Car Park verge
Lavender planted along pavilion edge
Sought advice on management of Nashdom Lane, and added new sign
Added wildlife enhancements at the Fairway (bug hotel, bird houses etc)
Planters added to Phone Box at Littleworth Common.
New planters added outside Hall.
Solar streetlights pilot at Lent Green Lane – Now also agreed future policy of replacing with solar as lamps / posts reach end of life, or if there are ongoing connection issues, provided the site is not unsuitable.

Initial enquiry

War memorial Burnham village. Dear sirs, upon viewing your memorial I was wondering why it did not include my fathers cousin who came from Burnham. He was Sub Lieutenant Derek John Theodore Marais of the Fleet Air Arm. He was KIA, 22 september 1940.

Additional information / formal request for addition

Their Burnham address was Tylers Cottage, Taplow Common Road.

Date of birth 25 May 1919, Isleworth Middlesex. Death 22 september 1940. Crashed into the sea 110 miles west of Sunburgh Shetlands. Body washed ashore november 1940. Buried Lady Kirkyard Sunday island Orkneys. Details from the WW2 Index to Allied Airmen Roll of Honour 1939-1945. Please note his name on his birth certificate is Derek John Theodore Marais and not Theobald. Sorry I do not have his service number.

As far as im aware Derek is not on any other memorial, I have checked the isleworth memorial online and he is not listed. I do not know whether there is a memorial in Orkney. I can not find when he moved to Burnham but he is recorded as living in Burnham in Fleet Airarm records and also at the War Grave Commision and in newspaper reports at the time. His father was already dead and his mother had remarried and moved to Burnham with Chester Jeffries, Derek's stepfather. I have applied to the Royal Navy for his service record to work out when he joined up and find out where he worked. It is possible he worked at his stepfathers factory. I would be grateful if you could proceed as stated and apply for his inclusion to the Burnham Memorial.

Addition of names to war memorials



War Memorials Trust

As the creation of war memorials has traditionally been organised locally, with there being no central government directives or funding, the question of who is or is not commemorated and the form in which their details are recorded is usually held to be a local matter.

Please note that there are no definitive 'rules' about the names and inscriptions on war memorials. Different criteria for inclusion were used by different communities and so who is commemorated, which conflicts are commemorated and the style in which these details appear varies from memorial to memorial. This is why some war memorials only include those who fought and died, whilst others also include those who fought and survived, and why some include civilian as well as service casualties.

Points for consideration

- **Establish 'ownership'**

Use local sources to establish if there is a formal transfer of 'ownership' to a community body (e.g. parish council, local trust, etc) in order to obtain permission for adding names (or conflicts). If this cannot be established, then the War Memorials (Local Authorities' Powers) Act of 1923 and subsequent amendments allow a local authority to add names (or conflicts) to a war memorial within its area whether it 'owns' it or not and you may need to obtain permission from them. The Trust would suggest contacting your local Conservation Officer (normally based in the conservation or planning departments) for further advice. If the memorial is located in a place of worship or in its grounds then you may need to obtain permission from the relevant religious authority to add names (or conflicts).

- **Research the history of the war memorial**

Use local sources (e.g. parish records, local archives at libraries or museums, local newspaper archives) to establish the history of the memorial. You might want to check if there were specific criteria for inclusion on the war memorial and that there are no legal requirements/legacies attached to the site of the war memorial which might affect any proposed additions. Please note that criteria for inclusion can be adapted if the local community feel this is appropriate, but it might be useful to know what they were originally so that the proposed additions do not compromise the original intentions of the community or the memorial's design.

- **Research the names**

Before adding any names to the war memorial, you should research all the names, dates, facts and details - make sure these are correct, especially spellings. Useful sources for research include local and regional libraries (including contemporary press reports), local and regional archives, appeals for information and material in local press, regimental bodies and their records, the Commonwealth War Graves Commission (2 Marlow Road, Maidenhead, Berkshire SL6 7DX, T: 01628 507200/634221, W: www.cwgc.org), The National Archives (The

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Registered Charity Commission Number: 1062255

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National Archives, Kew, Richmond, Surrey TW9 4DU, T: 020 8876 3444, W: www.nationalarchives.gov.uk) and the Ministry of Defence (Veterans Agency, Norcross, Thornton Cleveleys, Lancashire FY5 3WP, T: 0800 169 2277, W: www.mod.uk).

- **Record the war memorial**

Take photographs and make a record of the memorial in its current condition, paying particular attention to the inscriptions, before any work begins in case it is damaged.

- **Check the listed status**

Check with the Conservation Officer at your local planning authority if the war memorial is listed or attached to a listed building. If it is then you will need listed building consent from the local planning authority before any changes can be made to the memorial.

- **Notify the community**

The Trust strongly recommends that the local community is made aware of the additions to the existing memorial **before** any work begins (via a local newspaper, newsletter, notice board, etc).

- **Employ an experienced professional**

Always use a suitably qualified conservation/restoration practice to advise about the practicalities of making additions and to establish the costs of works. See War Memorials Trust's 'Conservation contacts' helpsheet for further information. The Trust recommends that you obtain more than one quote for the works and that additions are **always** made in a style which matches the original design of the memorial.

- **Establish a programme of works**

Before any work begins, clearly set out the steps of your project in order to avoid starting a project which cannot be finished. These should include: carefully planning the additions in a style which matches the original design; drawing up a detailed schedule of works; identifying any restoration work which maybe needed at the same time; establishing that your contractor has the experience to complete the project; and making plans for the future.

After the addition of names

- **Plan for the future**

As work has been carried out to the war memorial, it would be an excellent time to establish a maintenance plan and consider insuring it. Please see War Memorials Trust's 'Advice on the maintenance of war memorials' and 'Insurance for war memorials' helpsheets.

- **Inform the Imperial War Museums' War Memorials Register**

The Archive aims to compile a comprehensive record of all the war memorials in the UK. They should be informed of any changes to an existing war memorial once the work is completed (c/o Imperial War Museum, Lambeth Road, London SE1 6HZ, E: memorials@iwm.org.uk, W: www.iwm.org.uk/memorials/search).

Derek John Theodore Marais 1919 - 1940

Born 25 May 1919, Isleworth, Middx. (From Application letter)

1921 Census Derek was in Isleworth, Middx with Frederick Humphries 62 his grandfather & Charlotte Humphries 49 his grandmother; also their 25 year old single daughter Ethel. Both his parents were still alive.

Not found in England on **1939 Register**.

Marriage 3 Aug 1940 to **Betty Aileen Hill**, Spring Grove, Middx.

Death 22 Sept 1940 in Scotland details on WWII Index

1939 Register Heston & Isleworth 323 Jersey Road

Hill Bert A b. 11 Aug 1885 M Civil Servant Inspection AM

Hill Edith M b. 10 April 1887 M Unpaid domestic duties

(Marais) Betty A b. 22 May 1920 S Secretary Outside Broadcast Dept BBC

Marriage 3 August 1940 **Betty A Hill to Derek J Marais in Brentford district**

When she remarried in 1946 in New South Wales, Australia she was described as Journalist.

1921 Census Wiltshire, Westbury

William Lenthall Jefferies 54 Widower Manager leather glove factory in Wilts.

Chester William Jefferies 29 Single A @ A @

Dorothy Kathleen Jefferies 27 Single Housekeeper

Marriage **Chester W Jefferies to Kathleen V Marais** Jan Q 1936 London City

1939 Register In Shaftesbury Street, Salisbury, Dorset

Chester W Jefferies b 13 Oct 1891 Glove Manufacturer

Kathleen V Jefferies 1900

The **1939 Register** was taken on **29 September 1939**.

The information was to provide Identity Cards and, once rationing was introduced in January 1940, to facilitate the issuing of ration books. From 1948 until 1991 it was used to update National Health records, until paper-based records were discontinued. Changes of name were recorded, mostly when women married. They were shown by the new surname being shown in capital letters above the crossed out original.

Note about **Hitcham Place**/Burnham Lodge in Parliament Lane

Now a nursing home, it was built in 1910 for Sir Henry Dixon Kimber Bt. (1862 - 1950).

It was sold in October 1940 to the BBC along with the other cottages and the 21 acres of ground. It was to be run as a rest home and hostel for staff needing to be away from the pressures of living in London. It opened early in 1941.

Another note from an early website of Burnham Lodge says that AIn WW2 the house was used by the RAF as part of its communications/control network. No details currently available.@

Is there a link between the area and Betty through Hitcham Place??

FBMD stands for Free Births, Marriages & Deaths It is a free online search facility which gives basic information.

Ancestry is a search engine requiring a subscription.

From 1921 Census

Derek John Theodore Marais Recorded by Ancestry as Martins but clearly Marais

As from Ancestry

Name	Derek John Theodore Martins
Gender	Male
Age	2 Years 3 Months
Relation to Head	Grandson
Orphanhood	Both Parents Alive
Estimated Birth Year	1919
Birth Place	Isleworth, Middlesex, England
Residence Date	1921
Residence Street Address	125 Haliburton Raosm St Margaret Middx
Residence Place	Isleworth, Middlesex, England

Household Members (Name)	Age	Relationship
Frederick William Humphries	62 Years 11 Months	Head
Charlotte May Humphries	49 Years 7 Months	Wife
Ethel May Humphries	25 Years 10 Months	Daughter
Derek John Theodore Martins	2 Years 3 Months	Grandson

As from Census

1	Frederick William Humphries	Head	62	11	M	Married	London, Middlesex, St James's
2	Charlotte May Humphries	Wife	49	7	F	Married	London, Middlesex, St Ann's
3	Ethel May Humphries	Daughter	25	10	F	Single	Surber, Richmond
4	Derek John Theodore Martins	Grandson	2	3	M	Single	Both parents Middlesex, Isleworth
5	George Cooper Brand	Boarder	40	2	M	Single	Norfolk, Weston

War memorial – request for additional of name

Report to R&A and Full Council

Context

We have received a request to add a name to the Burnham War Memorial, from a relative of a fallen serviceman who lived in Burnham. Having investigated the process and specific request, along with the Burnham Branch of the Royal British Legion, this is being brought to the committee to make a recommendation to Full Council on 27th July. The committee of the Burnham Branch of the Royal British Legion will also consider this matter on 26th July, although the final decision lies with the Council as the responsible body for the memorial.

Recommendations to Full Council

1. To recommend whether or not to add the name of Sub Lieutenant Derek John Theodore Marais, Fleet Air Arm, to the Burnham War Memorial.
2. If recommending the addition, to recommend how it be funded.
3. If recommending the addition, to recommend delegating authority to the Clerk to implement the addition, working with the Burnham Branch of the Royal British Legion and with the family of Sub Lt Marais.

Alternative options not considered

The Clerk has opted not to make a recommendation to committee either way, as there is no recent precedent, and this is a matter for the Council to determine whilst giving due weight to any views expressed by the Royal British Legion. That said, the Clerk is satisfied that there is a reasonable basis for this request to be considered.

Commentary

- An enquiry was received from the son of the cousin of St Lt Marais, asking why his relative was not on the memorial.
- The Clerk contacted the Secretary of the Burnham Branch of the Royal British Legion, and both carried out research. The Region also contacted the Commonwealth War Graves Commission for advice. From this they established that:
 - We are not aware of any specific reason why Sub Lt Marais is not included on the Burnham War Memorial.
 - Whilst Sub Lt Marais is confirmed as buried in Lady Old Churchyard in Orkney, he does not appear to be commemorated on any war memorial there or elsewhere.
 - It is permissible for a fallen serviceman to be commemorated on memorials either where he was born or where he lived, and this is at the discretion of those responsible for the memorial.
- The point regarding alternative memorials is significant as it is general custom, albeit not a fixed rule, that a fallen serviceman only be commemorated on one local memorial. That said, as stated in the War Memorials Trust guidance, “there are no definitive ‘rules’ about the names and inscriptions on war memorials”.
- There was a query as to whether Sub Lt Marais’ address is in Burnham or Taplow: we have confirmed that it is in Burnham.
- The Clerk requested further information from the family member. This is contained in appendix A. The Clerk has since asked the family if they can provide copies of the Fleet Air Arm records and newspaper reports cited in this information.

- The County Chairman of the Royal British Legion has shared guidance from the War Memorials Trust on the addition of names to war memorials. This is contained in appendix B.
- Further information about Sub Lt Marais can be found from the Commonwealth War Graves Commission here: <https://www.cwgc.org/find-records/find-war-dead/casualty-details/2460513/derek-john-theobald-marais/>. This includes the line "Son of Jack and K. V. Marais, of Burnham, Buckinghamshire; husband of Betty Aileen Marais."
- The Clerk contacted Burnham Historians to ask if they had any information to add. They have collated and sent some information in appendices C and D, but in summary cannot find additional information beyond that offered by the family to confirm the link to Burnham.

Funding

No budget is set aside from the additional of names to the memorial. The Clerk advises that funds could be vired from the Community Entertainment Fund, which has some slack in planned expenditure, to the War Memorial Maintenance Fund. This would allow costs to be met without detracting from annual maintenance.

We have been quoted £620 to add the name as SLT D.J.T. MARAIS RVR

Risks

- War memorials are a sensitive area. On the other hand it is important that their sacral nature is respected, and that additional names are only added when there is a proper basis. It is equally important that those fallen and not yet commemorated on a memorial are properly and appropriately commemorated. These countering risks are for the council to weigh and determine.

Adam Killea, Parish Clerk, June 2026

War memorial works quote

Sorry for the delay with this. The estimated cost to carry out the recommendations in my recent report will be £6,700 plus VAT.

In short, it will include:

- Cleaning all the stonework.
- Repoint all open mortar joints.
- Attempt to remove the rust staining.
- Retouch the inscription in three areas.
- Paint timber sections.
- Wax the bronze elements.

Please let me know if you would like more information about any of our proposed methods or if you would like a letterheaded quote.

Kind regards

Clerk commentary (this quote was received just before the agenda went out – hence notes rather than a full report):

This quote is from the company who carried out the condition survey.

The Council allocated £3,000 to the war memorial renovation fund for 2026-27, of which £480 was spent on the report – leaving around £2,500 in the fund available for this financial year. Possible options at this stage therefore include

- i. Proceeding with some works this year, using up to £2,500 of council funds, seeking match funding to potentially top it up to £5,000.
- ii. Topping up to the fund this year from general reserves, and then seeking match funding to complete full works this year (for example a top up of £1,000 would take us to a total £3,500 of available, aiming to match it to allow a budget of £7,000, which should just cover works)
- iii. Deferring works to next year (2027-28) when a further sum could be allocated for works in the budget. If taking this option I would advise a top up of at least £1,500 to take to £4,000 in the fund, making £8,000 available if match funding was secured. It may be prudent to make this even a little higher.

We can seek alternative quotes. However the specialist nature of this work may make this not possible.

<https://www.warmemorials.org/grants/> gives details of the most likely grant option.



Play Area Expansion Project – interim report

Context

The Committee has asked the Deputy Clerk, working with Cllrs Bunce, Mummery and Gardiner, to investigate the following options suitable for a play area project:

1. A new play area on suitable land currently not owned by the Council, if the landowners are willing to engage.
2. An extension to the Burnham Park play area, to add a section for older children.
3. The addition of new equipment at St Peter's Recreation Ground, focused on children with additional needs.

This report sets out the findings of the group's investigations and seeks approval to further explore the preferred option and the proposed next steps.

Recommendations

1. Proceed with exploring only Option 2 as the 'preferred option' - an extension to the Burnham Park play area, to add a section for older children.
2. Establish an official ad hoc Working Group for the play area project, with the terms of reference outlined in Appendix A, and appoint members of the group.

Options Considered and Not Recommended

1. To further explore potential land for a play area that is not currently owned by the Council, such as Bayley Crescent or Grenville Close. This option is not recommended due to the lack of engagement from landowners. It will also require additional time, resources, consultation and funding.
2. To not proceed with further exploration of the potential for a play area in Burnham Park for older children. This option is not recommended, as several stakeholders have identified the need for play equipment targeted at older children. Public consultation responses also indicate support for this proposal.
3. To consider installing additional equipment at St Peter's Playground, focused on children with additional needs. Although this option was considered, it was felt that, as the area is already enclosed, it could form the basis of a future project. It is therefore recommended that this option is not explored at this stage and that the primary focus remains on further exploring extending the play provision at Burnham Park.

Commentary

- The Play Area Group has held three meetings since being asked by the Committee to look into options for future play areas. Discussions have focused on the strengths, weaknesses, opportunities and risks (SWOT analysis) of each option.
- The group concluded that the existing Burnham Park play area does not provide sufficient play equipment for older children. Extending the range of play equipment would address this need and provide more opportunities for active play and recreation for this target group.
- An early-stage consultation was carried out at the Donkey Derby on 23rd May 2026, where feedback was gathered on the three proposed options. Responses identify a preference for option 2: although this wasn't by a landslide, Burnham Park was the most preferred. A further public consultation is planned at the Village Fete on the 11th of July 2026 with a direct focus on the type of equipment residents would like to see be added to Burnham Park.
- Cllr Graham Mummery and the Deputy Clerk visited the Gerrards Cross play area to review examples of play equipment and site layout. Further visits to other play areas are being considered to gain additional insight and inspiration for the proposed design.
- The group proposes to work with the senior groundsman and specialist play equipment suppliers to determine the space available within Burnham Park and establish whether the extension can be accommodated. Subject to sufficient available space, potential equipment options and cost will then be explored.
- The group will explore potential grant funding opportunities if the committee resolves to proceed with the play area group's recommendation.

Risks

- Play area specialists may conclude that the proposed location in Burnham Park is not suitable for additional play equipment. Assuming we adopt the long, narrow layout approach, the ground conditions, pathway and existing trees may all be key factors and limit options for adding larger play equipment.
- The extension of the existing play area may increase activity within the area; careful design will be required to ensure that the site does not become overcrowded and that equipment is positioned appropriately to maintain safe circulation and usability.
- Further public consultation aimed at Burnham Park may highlight concerns regarding the proposed layout and the selection of play equipment.

Appendix A

Play Areas Ad hoc Working Group

Reports to Recreation and Amenities Committee

Membership & quorum

The Working Group shall consist of the Deputy Parish Clerk; the Chair of the Recreation and Amenities Committee; and up to 3 other Councillors appointed by the Recreation and Amenities Committee. The group may invite additional staff, councillors or others as appropriate to attend and contribute to the group in a non-voting capacity. The Working Group shall have a quorum of 3.

Areas of responsibility

- Researching detailed options for a play areas expansion in Burnham Park, and bringing a report to a future meeting of the Committee, including:
 - Equipment options
 - Costings and potential funding
 - Any other relevant matters.
- Carrying out any public consultation necessary to advance this project.
- Overseeing the implementation any agreed project as approved in the future by the Council.

Whilst the group cannot commit the Council to any expenditure it may submit expressions of interest or preliminary applications for grants as part of its work.

Should the group need to spend small sums in the course of its work, for example for appropriate professional advice, these may be authorised by the Parish Clerk under their delegated spending powers and from within existing budgets.

GPMG trim trail - report to R&A

Context

Our recent play area external annual inspections highlighted some 'medium risks' on the GPMG trim trail due to aging equipment. Given that this equipment now has little use, this paper seeks committee consideration of removing some of the equipment. Appendix A is the annual inspection report itself.

Recommendations

1. To approve the removal of the balance beam, hurdles and sit up bars at the George Pitcher Memorial Ground.
2. To delegate authority to the Clerk, in consultation with the Head Groundsman to remove other pieces, or parts, of equipment should the costs of repairs appear disproportionate to the costs of the work.

Alternative options not considered

- To fully repair the pieces of equipment: this was not felt to be proportionate to the level of use of the equipment.
- To remove all of the trim trail: although this was considered, the Head Groundsman feels that the other pieces of equipment – parallel bars, dip station and horizontal ladder – do get enough use relative to any works needed to be worth retaining.
- To leave the equipment but limit any repairs: this is felt to present a risk to the council if risks identified as 'medium' are not resolved, especially as risks may increase further as equipment deteriorates over time.

Commentary

- There has been declining use of this equipment especially in the last two years or so.
- This partly reflects changing patterns of leisure, but also of the primary uses of the GPMG: most visitors either bring dogs or come for organised leisure – dance, football, padel etc – and therefore do not use this equipment.
- By contrast Burnham Park has a lot of visitors for informal leisure, and the trim trail and other equipment there gets substantial use.
- It is therefore felt that funds for outside spaces are best directed to the spaces and equipment that see the most use.

Risks

- There is some risk from retaining the equipment, especially if risks are tolerated or it deteriorates further, especially as some of the equipment is in a relatively isolate spot – this risk has informed our recommendations.
- Removing equipment carries some risk of public backlash. This is felt to be relatively small given level of use currently seen.

Adam Killeya, Parish Clerk, June 2026

This email is from a Communications Company working on promoting 'Heartstopper' which was partly filmed in Burnham Park. Please note that they are asking if we would agree to the request IF it is also approved at their end – i.e. it still needs sign off by the film-makers too. Note: Tim is also happy with this idea, assuming we can agree a location which shouldn't be a problem.

I am reaching out to discuss a potential project with you for this Summer. We are in pitch/dev phase with Netflix on ways to promote the new Heartstopper film release, as well as giving back to the dedicated fan base.

I know Burnham Park is a key filming location, and saw your own celebration of this through the planting of Truman Row using funds raised from filming in the area.

For this film we are proposing that we create hand casts of the two leads at the London premiere, we then use these to create a commemorative stone, or similar. We would then love to install this somewhere in Burnham Park as a celebration of the filming location.

While we are still in dev phase at the moment, we would need to move quickly on this with the premiere on 14th July, and us wanting to install shortly after this. We also spotted Windsor and Eton Pride was on 25th July, so thought it could perhaps be just ahead of this?

At this stage we wanted to find out:

- If Burnham Parish Council and Burnham Park would be in support of this activation and want to be the home of this commemoration?
- If so, to confirm you'd be open to this being long term/permanent?
- If you feel comfortable with proposed timelines?

If this is feeling like something you are in support of it would also be great to understand what permits and permissions may be necessary too?

Happy to hop on a call if easier to chat this through!

Further information received in response to questions

- How big would the monument be?
I am picturing something set into the ground that is maybe 700mm x 700mm? A little less than a metre sq?
- Once installed would this be on the basis that we would then be responsible for the monument (i.e. it would be handed over to us) or on some other basis?
Yes I think the agreement we would look to go with is that it is gifted to you, so Netflix would cover all production and installation costs, and then upkeep would go to yourselves. We had a similar set up for the Paddington Visits trail that we manage, which is a trail of 24 Paddington statues across the country. We here at Premier could still remain on hand, especially at first, if any advice was needed on upkeep or repairs

GPMG toilet refurbishment
Report to R&A, P&R and Full Council

Context

Parking charges were introduced at the GPMG in 2024 to facilitate major improvements. Our top priority for this has been refurbishing the Pavillion toilets, but it has taken longer than hoped for to obtain sufficient quotes, and the quotes are higher than initially expected. However, we are now at the stage where the available funds will cover much of the cost, with some top-ups as discussed below, to cover the project. This paper therefore presents options, quotes and recommendations for decision.

Recommendation to Full Council, via the Policy and Resources Committee,

1. To commission the refurbishment of the toilets at the George Pitcher Memorial Ground, using a combination of the GPMG Improvement Fund, and either CIL or grant support in line with the enclosed budget.
2. To further authorise the Clerk to loan up to £10,000 from General Reserves to the GPMG Improvement Fund as required to complete the project, these funds to be restored to the General Reserve from future income from the GPMG parking charges.
3. To select quote 2 below for the work.
4. To delegate authority to the Clerk to implement this project within a total project budget of £40,000, including making any adjustments necessary in consultation with the Chair of the Recreation and Amenities Committee.

Alternative options not considered

- To only fund partial works at this stage – e.g. to the Ladies, or Gents, or disabled toilets rather than all three, to better fit the budget available. This was initially considered, but on balance is felt to raise more issues than it resolves – additional periods of disruption, potentially higher costs, and the challenges of selecting which works to delay.
- Not to proceed with works until they can be fully funded from the GPMG Improvement Fund: not recommended due to the necessity of the works, and the likelihood that costs will continue to rise if works are delayed.
- To select an alternative contractor: rationale for contractor selection provided below.
- To fund works from alternative sources such as the Public Works Loan Board: it is felt that the relatively small 'funding gap' does not justify the administrative effort or time delay involved, especially as this gap can be covered from reserves as outlined below.

Commentary

Project details

The full project involves renovating all three toilets at the GPMG – ladies, gents and disabled – replacing units, flooring etc. A trough will be used in the Gents rather than individual urinals.

Quotes and costings

Quote 1:

- Ladies – £10,490.30 + VAT
- Gents – £13,085.50 + VAT
- Disabled – Awaiting quote

- Total - £23,575.80 excluding disabled

Quote 2

- Ladies – £12,294 + VAT
- Gents - £16,031 + VAT
- Disabled – £8,211 + VAT
- Total £36,536 + VAT

Quote 3

- Ladies – £16,081.00 + VAT
- Gents – £21,583.00 + VAT
- Disabled – £8,333.00 + VAT
- Total - £45,997 + VAT

Quote 4

- Ladies – £17,898.60 + VAT
- Gents – £23,493.80 + VAT
- Disabled – £11,890.66 + VAT
- Delivery £150.00 + VAT
- Total - £53,433.16 + VAT

Whilst quote 1 is supplied by a plumbing company that the Council regularly uses, they are not toilet specialists and have made it clear that they would prefer not to undertake this work. We have therefore excluded them.

Quotes 3 and 4 are considerably more expensive than quote 2, and are NOT felt to provide sufficient additional benefit to justify this.

We are therefore recommending quote 2.

This gives a project cost of £36,536 + VAT. With 10% contingency this come to a project budget of approx. £40,000.

Funding

As of 1st April there was £22,685.26 in the GPMG improvement fund. This did not include income from the parking company for March 2025; nor does it include income from 2026-27. It is therefore reasonable to assume that around **£25,000** is currently available from this fund as of the date of meeting, and it is recommended to use the full amount towards this project.

A request was made to Burnham Health Promotion Trust to provide some funding support. They previously assisted with works to the Jennery Lane Public Toilets. However, the trustees are not able to support on this occasion. It is therefore advised that a **£5,000** contribution be made from CIL (as there are plentiful other calls on CIL funds, only £5,000 is recommended). This gives a total of £30,000 available funding.

It is suggested that any additional costs, including contingency, be effectively 'loaned' to the GPMG improvement fund from General Reserves, against future parking income. Suppose for example this were to come to an additional **£10,000**, this would initially be covered from General Reserves, but as future parking income came in (budgeted at approx. £10,000 per annum) it would be paid back into General

Reserves. As General Reserves currently stand at around £190,000, not including the £30,000 top-up in the 2026-27 budget, this is felt to be only a small risk which is justified by the benefits.

In total £25,000 from the GPMG improvement fund, £5,000 from CIL, and £10,000 loaned from General Reserves against future parking receipts gives the total of £40,000 budgeted for.

Risks

- There is a risk with any significant capital project of overspends. Working with an experienced supplier, and having sources multiple quotes, should mitigate this risk.
- As discussed above, some costs will need to be 'loaned' from General Reserves to complete the project. As this would be a relatively small proportion (up to approx. 5% of the General Reserve), and will be repaid from future parking income, the risk is felt to be small and manageable.
- There is likely to be some disruption to pavilion operations whilst the work is done. If it were possible to do works in August (outside the football season) this would be reduced although this is likely to be too tight, and therefore this risk may need to be tolerated. We will inform all pavilion users of this risk, and do our best to minimise the disruption at peak times.

Adam Killeya, Parish Clerk, June 2026

Type	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Junior Season	£500.00	£520.00	£540.00	£540.00	£540.00	£560.00	£580.00	£635.00	£655.00	£675.00
Adult Season	£730.00	£750.00	£770.00	£770.00	£770.00	£850.00	£870.00	£950.00	£980.00	£995.00
Junior Single	£45.00	£45.00	£45.00	£45.00	£45.00	£55.00	£65.00	£70.00	£72.00	£75.00
Senior Single	£75.00	£75.00	£75.00	£75.00	£75.00	£95.00	£95.00	£105.00	£110.00	£115.00
Mini Soccer	£225.00	£225.00	£225.00	£225.00	£225.00	£250.00	£300.00	£340.00	£350.00	£360.00