

Council Offices:

Burnham Park, Windsor Lane

Burnham, Bucks SL1 7HR

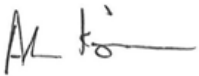
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2nd April 2025

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 Committee** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **8th April 2025 at 6.30pm**

Apologies for absence should be sent to the Clerk at the above address.



Adam Killeya
Clerk to the Council
clerk@burnhamparish.gov.uk

BURNHAM PARK MANAGEMENT COMMITTEE

8th April 2025, 6:30pm

AGENDA

1. To accept apologies for absence

2. Declarations of interest

- a) To note any declaration of interest made by Members in connection with an agenda item. Members to specify the nature of the interest.
- b) To receive any written requests for dispensations for disclosable pecuniary interests.
- c) To grant any requests for dispensation as appropriate.

3. Public forum

An opportunity for members of the public to address the Committee.

4. Minutes

To approve the minutes of the Committee meeting of 25th February 2025.

5. Hall Manager's report

To receive a written report and to consider options and recommendations for action:

- a) Health and safety / building.
- b) Staffing.
- c) Lettings.
- d) Events, including a report on the Bingo Night.
- e) Any other matters of relevance, not included elsewhere on the agenda.

6. Sustainability, ecology and climate emergency

- a) To review the updated list of eco-actions.
- b) To consider adding door seals to 18 doors around the building.

7. Heating, ventilation and air-conditioning (HVAC)

To receive a verbal update.

8. Fire Risk Assessment

To receive a copy of the fire risk assessment for Burnham Park Hall.

9. Room-hire discount request

To consider a request to include Burnham Care & Share CIO in the room-hire discount offered to tenant.

10. Burnham Park Hall Strategic Plan

- a) To feedback from the strategic plan away day held on Friday 28th March.
- b) To consider the draft values and strategic goals.
- c) To confirm a plan for public consultation.

11. Staffing

- a) To note that the Hall General Manager has successfully completed her probationary period.
- b) To receive a further update regarding hall staffing.

The Public Bodies (Admission to Meetings) Act 1960, as extended by Schedule 12A of the Local Government Act 1972, 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.

Date of next meeting: Tuesday 24th June 2025
(subject to confirmation by the Annual Council Meeting)