

**Council Offices:**

Burnham Park, Windsor Lane

Burnham, Bucks SL1 7HR

Tel: +44 (0)1628 661381 • Fax: +44 (0)1628 666025

15<sup>th</sup> June 2023

Dear Councillor,

You are hereby summoned to attend a **Meeting of the Parish Council** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **Tuesday 20<sup>th</sup> June 2023 at 7:00pm.**

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

*Louise Hayday*

Louise Hayday  
Parish Clerk

**MEETING OF THE PARISH COUNCIL**  
**20<sup>th</sup> June 2023 7.00pm**

**AGENDA**

**1. Apologies**

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**

The opportunity for members of the public to address the Parish Council.

**4. Thames Valley Police**

To receive an update on issues affecting the local area.

**5. Councillor Resignation**

To note the resignations of Edwina Glover and Sarah Webb.

**6. Minutes**

To approve the minutes of the Council meeting held on 15<sup>th</sup> May 2023.

**7. Minutes of Parish Council Committees**

To note the minutes of:

Recreation and Amenities Committee - 13<sup>th</sup> June 2023 (draft)

Planning Committee - 5<sup>th</sup> June 2023 (draft)

**8. Finance**

To review draft May management accounts, April bank reconciliation and April summary of payments.

**9. Internal Audit Report**

To receive the Internal Audit Report

**10. Annual Governance and Accountability Return 2023**

To receive the Annual Governance and Accountability Return 2022/23 and approve in the following order:

(a) The Annual Governance Statement (page 4)

(b) The Accounting Statements (page 5)

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To note that the announcement of electors rights will be made on Friday 23rd June 2023 and that it will commence on Monday 26<sup>th</sup> June 2023 and close on Friday 28<sup>th</sup> July 2023.

**11. Policies and procedures**

To review and re-adopt the Scheme of Delegation.

**12. Working Groups**

- a) To receive updates from the Neighbourhood Plan Working Group
- b) To receive updates from the Burnham School Working Group.
- c) To receive updates from the Climate Emergency Working Group.

**13. Reports from Buckinghamshire Council**

To receive verbal reports from members of Buckinghamshire Council.

**14. Chairmans Report**

To receive a verbal report from the Council Chairman

**15. Reports from Outside Bodies**

To receive verbal and written reports from Councillors on outside bodies on which they represent the Parish Council, on matters relevant to the Parish Council.

**16. Clerks Report**

To receive the Clerk report.

**Date of next meeting: Monday 24<sup>th</sup> July 2023**