

**Council Offices:**

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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 27<sup>th</sup> February 2024 at 6.30pm.**

Karen Crowhurst - Clerk to the Council

Signed: *K A Crowhurst*

Date: 22<sup>nd</sup> February 2024

**BURNHAM PARK MANAGEMENT MEETING**

**Tuesday 27<sup>th</sup> February 2024  
6.30pm**

**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 16<sup>th</sup> January 2024

**5. Finance**

a) To receive January management accounts and café figures.

b) To note the e budget position for the Burnham Park Management Committee

## **6. Events & Hires report**

To receive updates on current and past events and hires.

- a) Band Night P&Ls
- b) Light up the Village
- c) To consider the three months actual and projected bookings report
- d) Procedure for hall hire when the elections are taking place

- I. To recognise the request of the booking to be for elections
- II. To decide whether regular hirers can continue with their hall hire in order to accommodate elections.
- III. To consider any risk implications regarding any loss of revenue.

## **7. Future Events**

To receive an update on future events.

- a) St Georges Day Beer Festival

## **8. Firework Event**

a) To note the meeting notes of the Task and Finish Working Group meeting held on 8<sup>th</sup> February 2024.

b) To consider the recommendations and make decisions on the recommendations brought forward

- I. To agree a suitable site
- II. To agree the ticket pricing as follows:  
Two Parent Family £18.00 Single Parent Family £13.00 Individual £5.00

## **9. Marketing Strategy and Campaign**

a) To note any actions or recommendations arising from the Marketing Report

b) To consider that the What's On booklet becomes self-funded by Commercial advertising and sponsorship

## **10. 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

## **12. D Day Anniversary 6<sup>th</sup> June 2024**

- a) To agree to light a beacon at 9.15 and agree actions
- b) To agree a piper to play Piper at 9.10
- c) To agree for the Chair of the council to read the international tribute

## **13. To consider the Volunteers Policy presented and make recommendations to Full Council to proceed with the adoption of the policy.**

**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.**

#### **14. Quotations**

To consider quotations for the creation of a new path on Parish Hall Grounds

a) **RA23/051 Village Green Pathway**

The Committee discussed the idea of putting in a permanent pathway across the village green and the report prepared by the Clerk. It was agreed that this was a good idea and would stop the muddy pathway that appears each year. The Committee thanked the grounds staff for the idea and **RESOLVED** to recommend the pathway to BPMC at their next meeting.

b) **To consider any quotations for the firework event**

**Date of next meeting:  
Tuesday 9<sup>th</sup> April 2024**