

Burnham Parish Council

Minutes of the Meeting of the Parish Council

Minutes of the Meeting of the Parish Council held on 22nd January 2024 at 7:00pm in Burnham Park Hall.

Members of the Council present:

Cllr Marie Hammon (Chairman)	Cllr Carol Linton (Vice-Chairman)	
Cllr David Pepler	Cllr John Carey	Cllr Jackie Slater
Cllr Pat Bird	Cllr Graham Mummery	Cllr Trevor Stewart
Cllr Judith Foster	Cllr Paul Bunce	Cllr Ekta Kaur Ross
Cllr Alexa Collins	Cllr Terry Gamble	

In attendance:

Officers of the Council: Karen Crowhurst (Locum Parish Clerk)
Rupinder Gaidhu (Finance Manager)

Members of other authorities: 0
Members of the public: 1
Members of the press: 0

FC24/105 Apologies

To accept apologies for absence.

Apologies were received from Cllr's Akash Bagga, Lindsey Chatralia, and Paul Kelly.

FC24/106 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.

There were no declarations of interest.

FC24/107 Public forum

At 7.03pm Standing Orders were suspended.

The member of the public in attendance made no comments or asked any questions.

At 7.04pm Standing Orders were reinstated.

FC24/108 Thames Valley Police

After a short discussion and a couple of comments, Members noted the report received by Thames Valley Police

FC24/109 Minutes

It was **RESOLVED** to accept the minutes of the meeting held on 4th December 2023 as a true and accurate record of the meeting.

FC24/110 Minutes of Parish Council Committees

To note the minutes of:

Planning Committee - 11th December 2023, 15th January 2024 (draft)

Burnham Park Management Committee - 16th January 2024 (draft)

It was **RESOLVED** to note the minutes as above.

FC24/111 Meeting Schedule 2024-2025

To accept the meeting schedule as presented

RESOLVED to accept the meeting schedule presented and to allow for any amendments of dates should they be required.

FC24/112 Finance

To accept:

- a) The November and December 2023 management of accounts which includes the final income and expenditure and actual figures against budget at December 31st

The Finance Manager reported on the Management of accounts, after a few queries, it was **RESOLVED** to accept the Management of accounts presented.

- b) Payments and Receipts for November and December 2023

After receiving a couple of queries which were duly answered. It was **RESOLVED** to accept the payments and receipts presented for November and December 2023.

- c) The November & December 2023 bank reconciliations

It was **RESOLVED** to accept the November & December bank reconciliations. All bank reconciliations presented were signed by the Chairman.

- a) To sign of the 2024/2025 Financial year as agreed at the Full Council meeting held on 4th December 2023. Minute Ref: FC23/093 The Council **RESOLVED** to approve the budget and it will be brought back to the Council for sign off once the tax base had been received from Buckinghamshire Council.

It was **RESOLVED** to approve and sign of the 2024-2025 Budget for the administration year.

- b) To approve and accept the precept request form for the 2024/2025 administration year to Buckinghamshire Council by 31st January deadline.

It was **RESOLVED** to submit the precept request form for the 2024/2025 administration year requesting the amount of £673,203.61.

FC24/113 Internal Audit Report

- a) To accept the interim internal audit.

Members were happy to accept the interim audit report and further **RESOLVED** for the Locum Clerk (Karen Crowhurst) and the Finance Manager to work on the recommendations included in the report at their discretion.

FC24/114 Working Groups

- a) To receive updates from the Neighbourhood Plan Working Group

At present there were no updates to receive.

- b) To receive updates from the Burnham School Working Group

Members were advised that there are no updates to receive. Members were also informed that a Working Group meeting has been scheduled for the 9th of February with Joy Morrissey where there will be some parent and pupil participation in the meeting.

- c) To receive updates from the Climate Emergency Working Group.

No updates were received.

FC24/115 Reports from Buckinghamshire Council

To receive verbal reports from members of Buckinghamshire Council.

~~As~~ Cllr Kelly was not in attendance. No report was received.

FC/24/116 Chairmans Report

To receive a verbal report from the Council Chairman

The Chairman reported that it seems a long time since Christmas and informed Members that she had attended a Carol Service on the 5th of December 2023, where she gave a reading on behalf of the Parish Council. The Chairman expressed that it was a joy to attend as there were young children in attendance who sang festive music, like St Peter's C of E Primary School and our local adult Sing for you Community Choir.

The Burnham Concert Band provided magnificent music. Which was poignant as the Reverend Janet Minkkinen retired at the end of December. This was one of her last services. The Rotary Club of Burnham Beeches organised the event and as always worked hard very hard for a wonderful evening.

The Chairman reported that she and the Vice Chairman chose The best dressed window display which was Broadway Flowers. The Chairman also reported about the Christmas Faye and Parade where she turned the Christmas lights on. The Chair congratulated the organisers of the event and Burnham Hall staff for all their hard work.

The Chairman expressed thanks and good wishes for the former Clerk Louise Hayday who has gained alternative employment. A special party was held for Louise for all to say farewell.

FC24/117 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.

A report was received from Cllr Linton regarding the Community Board. It was reported that there have been some difficulties due to members of the Board being unwell and a resignation received. It was also reported that a meeting has been scheduled for the 6th of February 2024.

The Health and Wellbeing group met and announced that a Youth Practitioners' event is planned at Burnham Youth Club. The NHS is planning to repeat the Health and wellbeing fayre here later. The role of the Social Practitioner at the health centre is to deal with non-medical problems (drugs, homeless, isolation)

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Cllr Linton reported that there had been some discussion about, a Youth Council

Cllr Linton advised Members that there is no highways agenda as yet for Burnham and no Burnham priorities have been identified.

Cllr Linton reported that Environmental Action group is expecting more details on bike racks and water taps proposals.

FC24/118 Clerks Report

To receive the Clerk report.

The Clerk reported that she will be managing the operational side of the Council and her colleague Steve Milton will clerk Committee Meetings for the Council. The Clerk explained that she will be working for 2.5 days in the office and half a day remotely and Mr Milton will be working 1 day a week remotely.

FC24/119 Locum Clerk

a) To ratify the appointment of the Karen Crowhurst to act as the Locum Clerk as Proper Officer and Responsible Finance Officer to Burnham Parish Council.

It was unanimously agreed to **RESOLVED** that: Karen Crowhurst be Appointed to Burnham Parish Council as the Locum Clerk, Proper Officer and Responsible Finance Officer to Burnham Parish Council.

d) To also ratify the appointment of Steve Milton to act as Locum Clerk alongside Karen Crowhurst.

It was unanimously agreed to **RESOLVED** that: the appointment of Mr Steve Milton act as a Locum Clerk alongside Karen Crowhurst.

FC24/120 To close the meeting.

There being no further business, the meeting closed at 7.40pm.

Date of next meeting: Monday 11th March 2024

Signed: _____

Date: _____

11/3/2024

