

Council Offices:

Burnham Park, Windsor Lane

Burnham, Bucks SL1 7HR

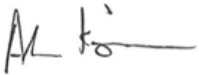
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5th November 2025

To members of the Policy and Resources Committee, and all other Burnham Parish Councillors for information.

You are hereby summoned to attend **a meeting of the Policy and Resources Committee** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **11th November 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

POLICY AND RESOURCES COMMITTEE

11th November 2025 6:30pm

AGENDA

*Please note that under Council standing orders, a person who attends a meeting is permitted to report on / record the part of the meeting that is open to the public. Where a meeting is being recorded, the Chair of the meeting should be informed, and they will inform the meeting. You may not provide an oral report or oral commentary about a meeting **as it takes place** unless you have been given permission.*

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 16th September 2025.

5. Finance

- a) To receive and review the accounts and budget monitoring report for all committees for the 2nd quarter of 2025-26.
- b) To note the end of month 7 accounts for all committees if available.
- c) To note the Clerk's decisions under delegated authority to adopt Rialtas as the Council's Accounts Package from 1st April 2026; and to move Payroll Services to Mulberry and Co.
- d) To note the updated financial reporting calendar in line with the resolution at the previous meeting.
- e) To consider a recommendation from the Burnham Park Management Committee to delegate authority to the Clerk in consultation with the Hall Manager to via funds between Hall Salaries and Hall Wages (zero hours) budgets for the remainder of the financial year.

6. Policies

To make recommendations on Council policies to Full Council

- a) A draft Adverse weather and emergency planning policy for the Council.
- b) A draft Scheme of members allowances and expenses.
- c) An updated GDPR, data, privacy and CCTV policy and data audit, in light of the new Assertion 10 of the Annual Governance and Accountability Return (AGAR).

7. Village Centre Regeneration

To receive an update from the working group on Village Centre Regeneration.

8. Planning strategy

- a) To receive a report regarding a proposal from Buckinghamshire Council to update the Burnham Conservation Area Plan, and to consider CIL or budget expenditure.
- b) To receive a report regarding a potential site allocations document or Settlement Spatial Plan for the Council, and to consider CIL or budget expenditure.

9. Sustainability, ecology and climate emergency

To review the list of actions from the Sustainability, Ecology and Climate Emergency Working Group.

10. Consultations

- a) To note that the council has submitted the following responses to consultations:
 - i. the Buckinghamshire Council consultation 'Your Bucks, Your Say' regarding priorities and budget Response ANON-1J6K-ABWA-Q
 - ii. the Regulation 16 consultation on the Maidenhead Local Plan 2024-2039 Response MNP20241
 - iii. the Heathrow Expansion - EIA Scoping and Consultation and Regulation 11 Notification.
- b) To consider a response to the following consultations:
 - i. Buckinghamshire Council consultation on the Home to School Transport Policy (0 to 25 years) and Post-16 Transport Policy Statement (closes 16th November).
 - ii. Royal Borough of Windsor and Maidenhead consultation of draft parking supplementary planning document (SPD) (closes 30th November)
 - iii. Royal Borough of Windsor and Maidenhead consultation on draft Maidenhead Town Centre Shopfront SPD (closes 30th November)

11. Grant Award Scheme

- a) To consider a grant application from Sing4You Choir
- b) To consider a grant application from Woodstocks Coffee House
- c) To consider a grant application from Burnham Lighthouse

12. Council priorities and strategic plan

To consider a draft Strategic Plan for the Council, arising from the informal meeting on Council priorities.

13. Budget 2026-27

- a) To note an update on costings for a war memorial survey.
- b) To review the latest draft budget and budget commentary for all committees for 2026-27, and to make recommendations on the budget to Full Council.

14. ICT

To receive a verbal update on the move to the Cloud.

15. Bowls Club

To receive a confidential report on the Bowls Club lease, and to consider next steps.

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.

16. Staffing

- a) To receive a confidential report on staff appraisals and recommendations on staff remuneration for 2026-27.
- b) To receive a further update on staffing.

17. Land registration

To receive a confidential report regarding land registration at Burnham Park, and to consider options and expenditure.

Date of next meeting: Tuesday 6th January 2026