

BURNHAM PARISH COUNCIL

Minutes of the Recreation & Amenities Committee held on 21st October at 6:30pm in Burnham Park Hall.

Committee members present:

Cllr Paul Bunce (Chair)	Cllr Graham Mummery (Vice Chair)	Cllr Marie Hammon
Cllr Judith Foster	Cllr Terry Gamble	Cllr Carol Linton
Cllr Zoe Gardiner	Cllr Pat Bird	

Officers of the Council: Adam Killea (Parish Clerk)

In attendance: Cllr Cole Caesar (part of meeting)

Members of the public: None

RA2526/29 Apologies for Absence

Apologies were received from Cllr Carey.

It was **NOTED** that apologies had not been received from Cllr Wallis.

RA2526/30 Declarations of Interest

Cllr Hammon declared an interest in agenda item 10b Project Updates - The Knowledge Stream (minute RA2526/37) at time of item, as her residence adjoins Footpath 57.

RA2526/31 Public Forum

As there were no members of the public present there was no public forum.

RA2526/32 Minutes

It was **RESOLVED** to approve the minutes of the committee meeting of 2nd September 2025.

Cllr Caesar joined the meeting during this item.

RA2526/33 Finance

It was **RESOLVED** to accept and approve the 2nd quarter accounts and budget monitoring report for the committee.

RA2526/33 2026-27 Budget

The updated draft 2026-27 budget and commentary for the Committee were **NOTED**.

The Clerk reported that they were awaiting a quote for a war memorial survey, and that this should be received after the contractor visited to carry out a polish and wax of the memorial figure.

The report on Christmas Lighting was **NOTED**. It was **RESOLVED** to include a reserve fund to cover the replacement of the lights over a 5-year period in the Committee's budget recommended to the Policy and Resources Committee.

The Clerk reported that the Tractor Fund has been maintained to cover the replacement of all

Council vehicles over the expected time scales, but that following a review of the asset register it had been identified that there was other major equipment, such as the Verti Core, which would incur a significant replacement cost when needed. They recommended that the fund be expanded to include major grounds equipment, and that the annual top-up be increased from £10,000 to £15,000. It was **RESOLVED** to include £15,000 for the Vehicle and Major Equipment Replacement reserve fund in the Committee's budget recommended to the Policy and Resources Committee.

The draft budget for the committee for 2026-27 was **RECOMMENDED** to the Policy and Resources Committee.

RA2526/34 Head Groundsman's Report

The report was **NOTED**.

RA2526/35 Street Furniture

The Clerk reported that a new memorial bench had now been installed near the bus shelter on the village green. They further noted that requests for benches at the Lent Green Lane Pond could now be considered, pending the Council taking over management of the Pond from 1st April 2026 (RA2526/38 below refers).

The Clerk reported that the next phase of streetlighting works was in progress, and that their next quarterly meeting with the contractor would be in November. They further reported that the solar lighting in Lent Green Lane had been installed and appeared to be working well. They stated that where issues with streetlights were reported they were passed to the contractor and could usually be resolved quickly unless action was required from SSE.

The Clerk further reported that they were still awaiting confirmation from Buckinghamshire Council regarding appropriate paperwork and inspection and cleaning prior to the three bus shelters on Bath Road being transferred to the Parish Council.

The Clerk reported that they had carried out their annual inspection of Council owned benches and updated the inventory. They stated that the Grounds Team had done an excellent job on the maintenance of several benches to improve their condition.

The reports were **NOTED**.

RA2526/36 Sustainability, ecology and climate emergency

The updated list of eco actions was **NOTED**.

RA2526/37 Project updates

The Clerk reported that the details of the planting for Tree Avenue at Burnham Park had now been confirmed with the Committee Chair and Head Groundsman, with a mixture of Beech and Oak, and that the trees had been ordered. They reported that unfortunately the suggestion of a 'bench swap' with a bench outside Burnham Park Hall was not practicable.

The Clerk reported that the Assistant Clerk had submitted a further grant application for the Knowledge Stream, and was continuing to advance the project in liaison with the Council Vice Chair.

The Clerk further reported that the work to the former BT Phonebox at Littleworth Common had been completed, and planters and plants installed, and that local residents had agreed to take responsibility for watering. They stated their appreciation for the work of the Grounds Team, Assistant Clerk and residents on this matter.

The Clerk was asked about the condition of the BT Phonebox on the High Street, and stated that they would raise this matter with BT.

The reports were **NOTED**.

RA2526/38 Pond at Lent Green Lane

The Clerk reported that following the agreement of the draft management agreement by Full Council subject to legal review, they had engaged Aston Bond to review the agreement and were anticipating a report this week. The verbal update and the report on potential works and arrangements for the pond were **NOTED**.

It was **RESOLVED** to establish an ad hoc Pond Works and Events Working Group of the committee, consisting of the Clerk, the Committee Chair (ex-officio Chair of the Working Group), Councillors Mummery and Carey, and any other staff, councillors, members of the public, community groups, or experts who the Clerk, in consultation with the Chair of the Committee, felt appropriate to invite to join the group, with the terms of reference to:

- a) Investigate options for pond works.
- b) Advise the Clerk on the expenditure of the pond budget for 2026/27.
- c) Plan (an) appropriate event(s) to mark the new agreement.
- d) Apply for grants in connection with the pond, provided that any matched funding can be met from the budget.

It was suggested that the working group also consider the question of fencing. It was further suggested that Men's Shed may be able to assist with wildlife enhancements or boards etc.

RA2526/39 Burnham Park Lighting

The report on lighting in Burnham Park was **NOTED**. It was **RESOLVED** to approve the lighting plan as outlined in the report in principle, with a guide budget of £5,000, and to mandate the clerk to work further with Burnham Library and bring a final proposal back either to the committee or to Full Council. It was **RECOMMENDED** that this be funded from Community Infrastructure Levy funds.

RA2526/40 Policies

It was **RECOMMENDED** to Full Council to adopt the updated Metal Detecting Policy.

The correspondence regarding unaccompanied adults in play areas was **NOTED**. It was **RESOLVED** not to make a policy regarding this matter at this time, and to advise any member of the public concerned about an imminent danger to park users to contact the police.

The meeting closed at 19:40
Date of next meeting: Tuesday 9th December 2025