

Council Offices:

Burnham Park, Windsor Lane

Burnham, Bucks SL1 7HR

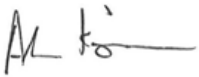
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3rd September 2025

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 Committee** to be held at Burnham Park Hall, Windsor Lane, Burnham, SL1 7HR on **9th September 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

BURNHAM PARK MANAGEMENT COMMITTEE

9th September 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 24th June 2025.

5. Finance

- a) To review the accounts and budget monitoring report for the committee for the 1st quarter of 2025-26.
- b) To note the end of month 4 accounts for the Committee.

6. Hall Manager's report

To receive a written report and to consider options and recommendations for action:

- a) Health and safety / building.
- b) Staffing.
- c) Lettings.
- d) Events, including 2025 Christmas Events.
- e) Any other matters of relevance, not included elsewhere on the agenda.

7. Sustainability, ecology and climate emergency

- a) To review the updated list of eco-actions.
- b) To consider the installation of a water fountain inside the Hall.

8. Burnham Park Hall Strategic Plan

To consider recommending the draft plan to Full Council.

9. Heating, ventilation and air-conditioning (HVAC)

To receive a verbal update on the work of the ad hoc working group.

10. Policies

To consider and make recommendations regarding the updated Fire Safety Policy and Procedures at Burnham Park Hall.

11. Hall path

To receive an update on potential costings for new paving for the hall path, and to consider actions and budget provision.

12. Hall hire request

To consider a request for reduced hall hire fees from Age Concern for a weekly lunch club.

13. Budget 2026-27

- a) To consider fees and charges for Hall Hire for 2026-27.
- b) To consider delegating authority to the Hall Manager to review and change bar and café prices.
- c) To consider a confidential report on Hall Staffing for 2026-27.
- d) To consider the first draft of the committee's Annual Budget for 2026-27

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.

Date of next meeting: Tuesday 28th October 2025 (2nd budget meeting)