

Burnham Parish Council

Minutes of the meeting of the Council held on 9th December 2024 at 7:00pm in Burnham Park Hall.

Members of the Council present:

Cllr Marie Hammon (Chair)	Cllr John Carey (Vice Chair)	Cllr Carol Linton
Cllr Ekta Kaur Ross	Cllr Judith Foster	Cllr Lindsey Chatralia
Cllr Pat Bird	Cllr Terence Gamble	Cllr Paul Bunce
Cllr Jackie Slater	Cllr Graham Mummery	Cllr David Pepler
Cllr Alexa Collins	Cllr Paul Kelly	

Officers of the Council: Adam Killeya (Parish Clerk)
Rupinder Gaidhu (Finance Manager)

Public and others: 3 members of the public

FC2425/66 Apologies for Absence

Apologies were received from Cllr Stewart; and for early departure from Cllr Gamble.

It was **NOTED** that Cllr Pasha had not submitted apologies.

FC2425/67 Declarations of interest

Cllr Carey declared a non-pecuniary interest in agenda item 10c relating to Burnham Care and Share (minute FC2425/75), as a member of St Peter's Church and a member of the Care and Share Steering Committee.

Cllr Hammon declared a non-pecuniary interest in agenda item 12 relating to Project 57 (minute FC2425/77), as Footpath 57 runs adjacent to her residence.

FC2425/68 Public Forum

No matters were raised.

FC2425/69 Police Report

The written report and newsletter were **NOTED**.

FC2425/70 Minutes

It was **RESOLVED** to approve the minutes of the Extraordinary Council meeting held on 29th July 2024

It was **RESOLVED** to approve the minutes of the Council meeting held on 21st October 2024

FC2425/71 Minutes of Parish Council committees

The following minutes were **NOTED**

- a) Recreation and Amenities Committee – 22nd October 2024
- b) Planning Committee – 4th November 2024
- c) Burnham Park Management Committee – 12th November 2024 (draft)
- d) Policy & Resources Committee – 19th November 2024 (draft).
- e) Planning Committee – 25th November 2024.
- f) Recreation and Amenities Committee – 26th November 2024 (draft)

FC2425/72 Finance

It was **RESOLVED** to accept and approve the list of payments and receipts for October 2024. The total of the payments for October 2024 was £68,597.51

It was **RESOLVED** to accept and approve the October 2024 bank reconciliations.

Signed: _____

Date: _____ Page 1 of 5

It was **RESOLVED** to appoint Councillor Carey to verify bank reconciliations in accordance with Financial Regulation 2.6, signing and dating both the reconciliations and the original bank statements or similar documents.

FC2425/73 Budget and precept 2025-26

It was **RESOLVED** to increase the Employer Pensions Contributions for the Scottish Widows Pensions Scheme from 3% to 6%, from 1st April 2025.

It was **RESOLVED** to include an additional budget line of £1,750 for bunting.

The Clerk drew members' attention to the proposed budget and accompanying commentary, which had been updated to include the provisional Council Tax base for 2025-26 of 5227.86; in comparison to 5,174.14 for 2024-25. The proposed budget would therefore represent a Band D precept of £159.37, in comparison to £130.11 for 2024-25.

It was **RESOLVED**

- a) To approve the proposed budget for the 2025-26 financial year.
- b) To submit a precept request to Buckinghamshire Council for £833,147.97, representing a Band D council tax of £159.37.

FC2425/74 Casual vacancy

The Clerk reported that Akash Bagga had ceased to be a member of the Council on 22nd November, in accordance with the provisions of Section 85 of the 1972 Local Government Act; and that appropriate notifications had been made to Buckinghamshire Council, to the public, and to Mr. Bagga. The report was **NOTED**.

It was **RESOLVED**

- a) Not to co-opt to fill the vacancy on the council, due to the upcoming ordinary council elections in May 2025.
- b) To appoint Cllr Kaur Ross to fill the vacancy on the Burnham Park Management Committee.

FC2425/75 Recommendations from committees

It was **RESOLVED** to approve the following updated policies:

- a) The consolidated GDPR, data, privacy and CCTV policy, noting the updated data audit.
- b) The updated Freedom of information policy and scheme of publication, including the additional recommendation from the internal auditor, in line with ICO regulations, to publish all non-confidential reports to Council meetings on the council website.
- c) The updated Risk Assessment policy and risk register for 2024-25.
- d) The Dog Control Policy.
- e) The Park Hire policy.

It was **RESOLVED** to:

- a) Approve funding of up to £2,000 from the High Street Land Securities Improvement Fund to fund the installation and purchase of up to three defibrillator cases, provided that charity funding is approved for the defibrillators;
- b) Delegate authority to the Clerk in consultation with Cllr Mummery to finalise the location of the devices, and seek appropriate permissions, in lines with the priorities outlined in the report.

It was **RESOLVED**

- a) To enter into a formal agreement with Burnham Health Promotion Trust, and Burnham Care and Share CIO over the transfer of rights from BHPT to Burnham Care and Share, on the basis of:
 - a. A Deed of Variation to the existing lease to BHPT permitting the sharing of occupation.
 - b. A licence agreement to Care & Share CIO permitting them to use the storage room and associated rights for the food bank, to expire one day before the main lease expires on 30/11/2029.
- b) That the Council would pay the cost of the legal agreement, to be funded from an overspend in the Legal and Professional Services budget.
- c) To allow Burnham Care and Share CIO to use Burnham Park Hall as their official address, on the basis of the above agreements being reached.
- d) To permit Burnham Care and Share to continue to operate on the current basis whilst this matter is formally resolved; with this to be reviewed if not resolved within three months.

It was **RESOLVED** to approve the expenditure of up to £600 to buy and install a water fountain and any associated items at the GPMG Pavilion, from the GPMG site improvement fund.

FC2425/76 Reports from working groups

Cllr Linton and the Clerk reported on behalf of the Neighbourhood Plan working group that the Regulation 14 consultation period was now complete, and that the steering group would be reviewing the responses received in conjunction with our consultants ONH. They had run a consultation stall at the Christmas Event on Saturday, and feedback had been positive; the Clerk noted their thanks to Cllr Linton for her work staffing the stall throughout the event. They further reported that it has been confirmed that the plan did not need further environmental assessments. The report was **NOTED**.

The Council **NOTED** their thanks to the Clerk for their work on the Neighbourhood Plan.

It was **RESOLVED**:

- a) To delegate authority to the Clerk, in consultation with the Neighbourhood Plan Steering Group, authority to take all necessary steps for continuing the Neighbourhood Plan process, reporting back to the Full Council.
- b) To make no response to the Windsor and Maidenhead Borough Council regarding the draft Ascot Placemaking Supplementary Planning Document (SPD).

Cllr Carey reported that the Sustainability, Ecology and Climate Emergency Working Group (The Eco Group) was making progress on a number of projects. The report was **NOTED**.

FC2425/77 Project 57

The written report was **NOTED**. It was **RESOLVED**:

- a) To approve the project work outlined in the report, and to appoint Chiltern Rangers to carry out works as proposed in their quotation if and when funding is secured.
- b) To authorise the spending of up to £500 from the Capital Projects Fund towards this project, on the basis that the Council will secure as much of the funding as possible from elsewhere.

FC2425/78 Consultations

The written summary on the government consultation on remote meetings and proxy voting was **NOTED**. It was **RESOLVED** to direct the Clerk to submit a response to the consultation on behalf of the council, on the basis that:

- a) The Council opposes remote attendance at meetings.
- b) The Council opposes the use of proxy voting for council meetings.

FC2425/79 Reports from Buckinghamshire Councillors

Cllr Kelly reported that Buckinghamshire Council had passed motions against changes to inheritance tax on farmers, and the charging of VAT on private schools. He gave further updates on budgets, devolution and the planning framework. He reported that he had written to the cabinet member to protest the selling off of social housing by social landlords; and further updated on planning enforcement matters on the High Street. The report was **NOTED**.

FC2425/80 Chair's report

The Chair, Cllr Hammon, reported that it had been a busy few weeks since the last meeting. Her engagements had included attending:

- A meeting with local MPs around the possibility of a new non-selective school in Burnham.
- A visit to the Buckinghamshire Archives in Aylesbury.
- The Proud of Bucks Awards, where Cllr Terry Gamble had been amongst those honoured
- The awarding of the Freedom of the Parish to Cllr David Pepler and Mrs Muriel Pepler.
- Remembrance Sunday, including placing a wreath alongside a representative of St Denis de l'Hotel.
- The switching on of the lights at Burnham Lodge along with Cllr Carey, and Cllr Dhillon of Buckinghamshire Council.
- The Christmas Carol Service at St Peter's, where both she and the Hall Manager had given readings.
- The unveiling of the Village Project photograph.
- The Christmas Market and light switch-on at the hall.

Cllr Pepler gave thanks to the Council on behalf of himself and Mrs Pepler for the award of the Freedom of the Parish; and thanks to the electors of Lent Rise Ward for returning him on a number of occasions.

The council **NOTED** their particular thanks to the Hall Manager and her team for a very successful Christmas Event.

The report was **NOTED**.

FC2425/81 Reports from outside bodies

Cllr Linton report that the patient group for the GP surgery was offering a monthly workshop for patients on the use of the new appointments app, and gave thanks to the Parish Council for the free use of a room for this purpose. She further reported that there was excellent continuing attendance at the Burnham Youth Club, especially in the Senior Section.

Cllr Slater reported that she had attended an event at Churchill Living.

The reports were **NOTED**.

FC2425/82 Clerk's report

The Clerk's written report was **NOTED**.

The summary of costs for the settlement of a recent legal claim was **NOTED**.

The Chair reported that the Clerk had completed their annual appraisal, six-month probation review, and Certificate of Local Council Administration (CiCLA).

The Council **NOTED** congratulations to both the Clerk and to Cllr Collins on the completion of their CiLCA qualifications.

It was **RESOLVED** that the Clerk had successfully completed their probationary period.

It was **RESOLVED** under The Public Bodies (Admission to Meetings) Act 1960, as extended by Schedule 12A of the Local Government Act 1972, to exclude the public for confidential business to be considered; on the grounds that the following item included sensitive information around staffing matters.

It was **RESOLVED** to accept the recommendations of the Clerk made in confidential session.

The meeting closed at 9:05pm
Date of the next meeting: Monday 27th January 2025

DRAFT

Burnham Parish Council

Minutes of the meeting of the Planning Committee held on the 16th of December 2024 at 4.30pm
in Burnham Park Hall.

Committee members present:

Cllr Marie Hammon (Chairman) Cllr John Carey (Vice- Chairman) Cllr Carol Linton
Cllr Pat Bird Cllr David Pepler

In attendance:

Officers of the Council: Laiba Malik (Assistant Clerk)

Councillors:

None

Members of public:

0

P2425/70 Apologies

Apologies were received from Cllr Pasha.

P2425/71 Declarations of Interest

None

P2425/72 Public Forum

None

P2425/73 Minutes

The Committee **RESOLVED** to approve the minutes as an accurate record of the meeting held on 25th November 2024.

P2425/74 Decisions

The decisions made by Buckinghamshire Council on applications listed on the 16th of December 2024 agenda were **NOTED**.

P2425/75 Planning Applications

PL/24/3480/FA - 74 Almond Road, Burnham, Buckinghamshire, SL1 8HF

Single storey side and rear extension, to include wraparound, new porch extension.

The committee **RESOLVED** to state that they have **NO OBJECTIONS**, provided that the development offers sufficient car parking space.

PL/24/3457/FA - 7 The Fairway, Burnham, Buckinghamshire, SL1 8DS

Part retrospective application for removal of conservatory and erection of single storey rear and side extensions, extension of rear dormer and amendment to the front porch with a pitched roof, and insertion of 2 roof lights.

The committee **RESOLVED** to state that they had **NO OBJECTIONS**.

PL/24/2587/FA - 48 The Green, Burnham, Buckinghamshire, SL1 7BG

Erection of part two storey part single storey rear extensions and first floor side extension.

The Committee **NOTED** that the application had already been reviewed and the committee have resolved to uphold their original decision. However, it was observed that the brown frames do not align with the building's exterior design and may detract from its overall appearance.

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Date:

13-1-2025

Burnham Parish Council

Minutes of the meeting of the Planning Committee held on the 13th of January 2025 at 4.30pm in Burnham Park Hall.

Committee members present:

Cllr Marie Hammon (Chairman)
Cllr David Pepler

Cllr Carol Linton
Cllr Rukhsana Pasha

Cllr Pat Bird

In attendance:

Officers of the Council: Laiba Malik (Assistant Clerk)

Councillors:

None

Members of public:

1

P2425/78 Apologies

Apologies were received from Cllr Carey

P2425/79 Declarations of Interest

None

P2425/80 Public Forum

The applicant for **PL/24/3771/FA** attended the planning meeting to hear the committee's comments on the application and provided background information on a previously approved application

P2425/81 Minutes

The Committee **RESOLVED** to approve the minutes as an accurate record of the meeting held on 16th December 2024.

P2425/82 Decisions

The decisions made by Buckinghamshire Council on applications listed on the 13th of January 2025 agenda were **NOTED**.

P2425/83 Planning Applications

PL/24/3657/FA - 101 Stomp Road, Burnham, Buckinghamshire, SL1 7NN

Proposed single-storey side extension with 2 roof lights, a two-storey rear extension, and a front porch extension.

The Committee **RESOLVED** to **OBJECT** to the proposal for several reasons. The proposed 4-bedroom property requires 3 adequate parking spaces; however, the new build would block off existing parking spaces. The two-story rear extension could lead to increased overlooking and privacy issues for nearby residents. The development may also impact the quality of life and privacy of residents in the area. Furthermore, the proposed gym could contribute to increased noise pollution.

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Date:

PL/24/3616/FA - 12 Taplow Road, Burnham, Buckinghamshire, SL6 0JL

Demolition of the existing dwelling and construction of 5 self-contained flats.

The committee **RESOLVED** to **OBJECT** to the proposal. The committee felt that it may set a precedent in the area and stated that the construction of five self-contained flats constitutes overdevelopment, which is out of keeping with the character of the area. The committee also felt that the proposal would result in high density and be completely out of character compared to neighbouring properties. The committee noted that the proposal has not adequately considered parking arrangements. The Committee also support all the objection letters presented.

PL/24/3550/FA - Leys Farm Barn Thompkins Lane Farnham Royal Buckinghamshire SL2 3TD

Single storey front extension to entrance lobby, 1 front and 1 rear heritage style rooflights at first floor level within the Brick Barn, change 4 side hung existing rooflights on side elevation to slightly larger top hung rooflights, and internal alterations.

The Committee **RESOLVED** to state that they had **NO OBJECTIONS** to this application, provided that the applicant does not request further permission to extend the development. The Committee also **NOTED** the support letter.

PL/24/3551/HB - Leys Farm Barn Thompkins Lane Farnham Royal Buckinghamshire SL2 3TD

Listed building consent for single storey front extension to entrance lobby, 1 front and 1 rear heritage style rooflights at first floor level within the Brick Barn, change 4 side hung existing rooflights on side elevation to slightly larger top hung rooflights, and internal alterations

The Committee **RESOLVED** to state that they had **NO OBJECTIONS** to this application, provided that the applicant does not request further permission to extend the development. The Committee also **NOTED** the support letter.

PL/24/3649/FA - 94 Nursery Road Burnham Buckinghamshire SL6 0JU

Single storey front/side/rear extension and garage conversion.

The Committee **RESOLVED** to state that they had **NO OBJECTIONS**, provided that no objection letters are received. The proposed plan for a gym is not intended to operate as a professional gym and will not increase noise pollution. The Committee also stated that they have no objection, provided that the proposed plans are adhered to.

PL/24/3708/FA - 112 Lent Rise Road Burnham Buckinghamshire SL1 7BH

Erection of a side entrance porch and re-surface existing drive

The Committee **RESOLVED** to state that they had **NO OBJECTIONS**, on the condition that the development can provide 2 parking spaces.

PL/24/1058/HB - The Priory Stomp Road Burnham Buckinghamshire SL1 7JU

Listed building consent for demolition of existing office extension and the construction of a detached three storey building to form a care home for older people (Use class C2) with associated works including car/cycle parking, amenity space and landscaping.

The Committee **RESOLVED** to **OBJECT** to the proposed application. The Committee expressed concern that the proposed demolition of the detached three-storey building would have an excessive impact on local infrastructure, potentially diminishing the quality of life for older residents. The Committee also noted that the proposed 78-bedroom development would extend into the existing car park, restricting access for emergency and amenity services, while exacerbating traffic and travel-related issues. Furthermore, the Committee questioned whether the design and access statement adequately addressed whether the development is suitable for its location within a conservation area. The Committee acknowledged the highway officer's conditions, however stated that the proposal is still unsuitable. The Committee also noted that

Signed:

Date:

previous comments made do not appear to be referenced in the latest application. As a result, the Committee's concerns have not been addressed.

PL/24/1057/FA - The Priory Stomp Road Burnham Buckinghamshire SL1 7JU

Demolition of existing office extension and the construction of a detached three storey building to form a care home for older people (Use class C2) with associated works including car/cycle parking, amenity space and landscaping.

The Committee **RESOLVED** to **OBJECT** to the proposed application. The Committee expressed concern that the proposed demolition of the detached three-storey building would have an excessive impact on local infrastructure, potentially diminishing the quality of life for older residents. The Committee also noted that the proposed 78-bedroom development would extend into the existing car park, restricting access for emergency and amenity services, while exacerbating traffic and travel-related issues. Furthermore, the Committee questioned whether the design and access statement adequately addressed whether the development is suitable for its location within a conservation area. The Committee acknowledged the highway officer's conditions, however stated that the proposal is still unsuitable. The Committee also noted that previous comments made do not appear to be referenced in the latest application. As a result, the Committee's concerns have not been addressed.

PL/24/3727/FA - 19 Wendover Road Burnham Buckinghamshire SL1 7ND

First floor side, two storey rear extension and conversion of existing garage into habitable room

The Committee **RESOLVED** to **OBJECT** for the following reasons: The Committee stated that the proposed development will need to consider a soakaway to reduce the risk of flooding. The Committee stated that they are concerned that the proposed playroom may be used as an additional bedroom. Furthermore, the development shall not be used as a granny annex. The Committee also requests that, as the applicant will need to remove trees from the front of the house, some trees and greenery be planted at the back. Additionally, the proposed 4-bedroom property requires the applicant to provide 3 suitable parking spaces on-site.

PL/24/3771/FA - Gore End House 115 Gore Road Burnham Buckinghamshire SL1 7DF

Subdivision of plot, formation of new access onto Hamilton Gardens and erection of detached dwelling.

The Committee **RESOLVED** to **OBJECT** to the proposal. The proposed 4-bedroom development should provide 3 parking spaces. The committee also stated that the proposal is considered infilling of garden space, which should be preserved as amenity space. The Committee **NOTED** that the property next door has already been granted planning permission for a new dwelling in the garden and stated that a precedent has been set by this property. Therefore, if approved, the entire road could be overdeveloped and altered.

This resolution was carried by 3 votes to 2, and Cllrs Linton and Bird asked to be minuted as voting against the resolution and in support of the application.

P2425/84 Enforcement Updates

None

P2425/85 Area Planning Meetings and Strategic Planning Meetings

The Committee **NOTED** the meeting dates.

Meeting Closed at: 6:10pm

Signed:

Date:

BURNHAM PARISH COUNCIL

Minutes of the Burnham Park Management Committee held on 14th January 2025 at 6:30pm
in Burnham Park Hall.

Committee members present:

Cllr Alexa Collins (Vice Chair, Chairing)	Cllr Marie Hammon	Cllr Jackie Slater
Cllr Terry Gamble	Cllr Carol Linton	Cllr Ekta Kaur Ross
Cllr Graham Mummery	Cllr Pat Bird (part of meeting)	

Officers of the Council:

Adam Killeya (Parish Clerk)
Sharon Smith (Hall Manager)

Members of the public:

None

BP2425/40 Apologies for absence

Apologies were received from Cllrs Stewart (Chair); and Carey.

BP2425/41 Declarations of Interest

No declarations were received.

PR2425/42 Public Forum

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

BP2425/43 Minutes

It was **RESOLVED** to approve the minutes of the Committee meeting of 12th November 2024.

BP2425/44 Hall Manager's report

The written report was **NOTED**.

The Clerk noted that all of the talk of guttering and overflows was very draining.

The Hall Manager was asked to look into lighting outside the building and report back.

The proposal for hard standing to ameliorate fire risk was **DEFERRED** for future consideration as appropriate. The repairs to the front pathway were **DEFERRED** to the next meeting to consider further quotes.

It was **RESOLVED** to approve work to install Aco drains in front of the building next to path with pipe installed into a soakaway system up to the value of £2,500, provided it was within available budgets for building maintenance and subject seeking sufficient quotes in line with financial regulations.

Cllr Bird joined the meeting.

The committee **NOTED** their thanks to the Hall General Manager for her excellent work.

RA2425/45 Land Registration of Burnham Park Hall

The written report was **NOTED**.

It was **RECOMMENDED** to Full Council to allocate £1,000 from the 2025-26 budget for Legal and Professional Services to commission Gardner Leader to undertake preliminary work to confirm if it is feasible to register the various parcels of land at the hall, village green and park with the land

registry; and to then bring the matter back to Committee or Full Council as appropriate to consider how next to proceed.

RA2425/46 Meetings calendar 2025/26

The draft meetings calendar and commentary was **NOTED**. Two typing errors were noted for the Clerk to correct before taking to other committees.

RA2425/47 Sustainability, ecology and climate emergency

The Clerk reported that it was hoped to bring an offer from an EV provider regarding the installation of EV chargers in the Burnham Park Hall car park to Full Council. The verbal update was **NOTED**.

RA2425/48 Heating, ventilation and air-conditioning (HVAC)

The Hall Manager reported that they were continuing to progress this matter and hoping to have further information to bring to a future meeting. The report was **NOTED**.

RA2425/49 Free room use

The Clerk reported that they and the Hall Manager had agreed the free use of the Hall Kitchens for the preparation for the St Peter's School Christmas Lunch. Whilst this was not for a free event that would ordinarily fall under the free use policy approved by the committee, there was insufficient time for a grant application due to circumstances outside the organisers' control. This was therefore felt to be within the spirit of the free use policy. The report was **NOTED**, and the committee endorsed the decision.

RA2425/50 Theatre in the Park

The Clerk gave an update following the meeting with the Rude Mechanical Theatre company on 14th November, including that the performance on 19th June 2025 would now be on the village green rather than the park itself. They also updated the committee on the requirements for overnight accommodation for performers. The report was **NOTED**.

RA2425/51 Free car parking days

The correspondence from Buckinghamshire Council was **NOTED**. The Clerk reported that the Policy and Resources Committee had felt that the most suitable dates for free village centre parking were the four Saturdays immediately before Christmas, and that two of these would automatically be free across Buckinghamshire, but that they had wanted this committee to have chance to comment due to the potential tie in with hall events.

It was **RESOLVED** to submit a request to the Community Board that, in addition to Saturday 13th December and Saturday 20th December, the other two free parking days for the area should be Saturday 6th December and Saturday 29th November.

RA2425/52 Village project photograph

The written information, including quotations, was **NOTED**. The Clerk reported that the Caretaker/Handyman advised acrylic, to reduce any risk of damage.

It was **RESOLVED** to:

- a. Allocate up to £750 from the Event Promotion budget for the framing, covering and mounting of the Village Project photograph.
- b. To delegate to the Clerk authority to commission the necessary work, bearing in mind the committee's preference for acrylic, and for it to be non-reflective and cleanable, if possible.

The meeting closed at 1959

Date of next meeting: Tuesday 25th February 2025

DRAFT

Burnham Parish Council
Summary of payments
December 2024

All payments made by the Council Excluding Petty Cash and Staff Salaries.

Date	Payment type	Supplier	Details	Gross Amount
02/12/2024	Bank transfer	DD - Rates Cherry Orchard	Council Tax	£284.00
02/12/2024	Bank transfer	DD - Bucks Council-Rates Halls	Rates - BPH	£2,159.00
02/12/2024	Bank transfer	BACS - ZF Motors Ltd: New Van	Equipment Purchase	£8,388.00
03/12/2024	Bank transfer	DD - Peninsula	HR Services	£261.92
06/12/2024	Bank transfer	BACS - Castle Water BPH	Water & Sewage - BPH	£107.78
06/12/2024	Bank transfer	BACS - Castle Water Public Toilets	Water & Sewage - Jennery Lane	£189.86
06/12/2024	Bank transfer	BACS - Castle Water GPMG	Water & Sewage - GPMG	£88.60
06/12/2024	Bank transfer	DD -Google Cloud	IT Software	£6.00
09/12/2024	Bank transfer	DD - Leigh Electrical	Street Lighting Maintenance	£705.00
09/12/2024	Bank transfer	DD - YU Energy	Energy Costs - Street Lighting	£902.18
09/12/2024	Bank transfer	DD - YU Energy	Energy Costs - Street Lighting	£248.02
09/12/2024	Bank transfer	DD - Wex Europe Services	Grounds Maintenance Fuel Costs	£12.00
10/12/2024	Bank transfer	DD - YU Energy	Energy Costs - BPH	£5,607.24
10/12/2024	Bank transfer	DD - YU Energy	Energy Costs - BPH	£16.13
10/12/2024	Bank transfer	DD - Barclaycard Payments	Till System Maintenance	£92.74
11/12/2024	Bank transfer	DD - PWLB	Loan	£14,857.96
11/12/2024	Bank transfer	Bank Chgs	Bank Charges	£9.30
11/12/2024	Bank transfer	Bank Chgs	Bank Charges	£9.60
12/12/2024	Bank transfer	DD - EE Limited	Rental charges for mobile phones	£145.63
12/12/2024	Bank transfer	BACS - Santa	Entertainment Costs	£80.00
13/12/2024	Bank transfer	DD - Dayla	Bar Supplies	£667.54
13/12/2024	Bank transfer	BACS - HMRC	HMRC/PAYE M9	£7,128.09
13/12/2024	Bank transfer	BACS - Prudential Pension	Pension Costs M9	£80.00
13/12/2024	Bank transfer	BACS - Bucks Pension	Pension Costs M9	£1,475.80
13/12/2024	Bank transfer	BACS - Bucks Pension	Pension Costs M9	£839.72
16/12/2024	Bank transfer	BACS - Barry Fitzgerald	Expenses	£56.70
16/12/2024	Bank transfer	BACS - Sharon Smith	Expenses	£40.00
16/12/2024	Bank transfer	BACS - Bidfood	Café Supplies & Pitchside Café	£514.87
16/12/2024	Bank transfer	BACS - Rotary Club Burnham	Event Promotion	£35.00
16/12/2024	Bank transfer	BACS - Castle Water	Water & Sewage - Jennery Lane	£56.70
16/12/2024	Bank transfer	BACS - Castle Water	Water & Sewage - GPMG	£95.17
16/12/2024	Bank transfer	BACS - Castle Water	Water & Sewage - BPH	£131.35
16/12/2024	Bank transfer	BACS - Climate FM	Property Maintenance	£588.00
16/12/2024	Bank transfer	BACS - Collingwood Health	Staff Welfare	£378.00
16/12/2024	Bank transfer	BACS - Crown, Water & Coffee	Café Supplies	£339.16
16/12/2024	Bank transfer	BACS - Daly Maintenance	Property Maintenance	£75.00
16/12/2024	Bank transfer	BACS - Denco Engineering	Property Maintenance	£144.00
16/12/2024	Bank transfer	BACS - Local Cleaning Services	Property Maintenance	£69.00
16/12/2024	Bank transfer	BACS - MHL Limited	Property Maintenance	£300.00
16/12/2024	Bank transfer	BACS - Mulberry Local Authority	Internal Audit	£369.00
16/12/2024	Bank transfer	BACS - Rigby Taylor (Origin)	Property Maintenance	£77.16
16/12/2024	Bank transfer	BACS - Riverways Farm	Event Promotion	£1,320.00
16/12/2024	Bank transfer	BACS - IT Mighty	IT Support	£984.35
16/12/2024	Bank transfer	BACS - Nisbets	Café & Pitchside Supplies	£391.78
16/12/2024	Bank transfer	BACS - Parish Online	IT Software	£540.00
16/12/2024	Bank transfer	DD - British Gas - GPMG	Energy Costs	£1,444.99
16/12/2024	Bank transfer	DD - British Gas - Jennery Lane	Energy Costs	£81.39
16/12/2024	Bank transfer	DD - Sage	Accounting software support	£261.00
16/12/2024	Bank transfer	DD - Smartest Energy	Property Maintenance	£83.23
16/12/2024	Bank transfer	BACS - Iris Payroll	Payroll support services	£172.26
16/12/2024	Bank transfer	BACS - WeMaintain Technologies	Property Maintenance	£150.00
16/12/2024	Bank transfer	BACS - Leigh Electrical	Street Lighting Maintenance	£690.00
16/12/2024	Bank transfer	BACS - Viking Direct	Stationery	£31.96
16/12/2024	Bank transfer	BACS - Vision ICT	License	£108.00
16/12/2024	Bank transfer	BACS - Thames Valley Copiers	Stationery	£183.89
16/12/2024	Bank transfer	BACS - Walshy's Windows	Property Maintenance	£150.00
16/12/2024	Bank transfer	BACS - Simmon's & Sons	Event Promotion	£100.33
18/12/2024	Bank transfer	BACS - SW Pension M9	Pension Costs M9	£1,327.52
18/12/2024	Bank transfer	BACS - Bank Charges	Bank Charges	£2.40
20/12/2024	Bank transfer	BACS - Adam Killeya	Expenses	£42.70
20/12/2024	Bank transfer	BACS - Earth Anchors	Property Maintenance	£743.28
20/12/2024	Bank transfer	BACS - Isparky	Property Maintenance	£90.00
20/12/2024	Bank transfer	DD - Grondon Waste Mgmt	Wheeled Bins & Containers	£489.75

20/12/2024	Bank transfer	BACS - Michael's Civic Robes	Freedom of Parish (Community Costs)	£226.80
20/12/2024	Bank transfer	BACS - Michelle's Mobile Catering	Chairman's Fund	£455.00
20/12/2024	Bank transfer	BACS - PHS Group	Property Maintenance	£205.20
20/12/2024	Bank transfer	BACS - Andy Webb	Event Promotion	£780.00
20/12/2024	Bank transfer	BACS - Tio Fire Safety	Property Maintenance	£11.99
24/12/2024	Bank transfer	DD - Wireless Logic (Nucleus)	St Peter's Playground & CCTV cameras	£111.60
27/12/2024	Bank transfer	DD - Take Payments	Till System Maintenance	£63.00
31/12/2024	Bank transfer	DD - Welcome (Focus Group)	Office telephone line rental charges	£136.34
31/12/2024	Bank transfer	DD - Bank Charges	Bank Charges	£48.30
31/12/2024	Bank transfer	DD - Bank Charges	Bank Charges	£22.95
16/12/2025	Bank transfer	BACS - Heineken	Bar Supplies	£252.00
31/12/2024	Credit Card	B/card - Asda	Staff Welfare	£18.00
31/12/2024	Credit Card	B/card - Tesco	Event Promotion	£6.00
31/12/2024	Credit Card	B/card - Booker	Café & Pitchside Supplies	£144.98
31/12/2024	Credit Card	B/card - DVLA	License	£337.50
31/12/2024	Credit Card	B/card - Facebook	Advertising	£3.00
31/12/2024	Credit Card	B/card - Ebay	Equipment Purchase	£21.99
31/12/2024	Credit Card	B/card - Ebay	Equipment Purchase	£96.00
31/12/2024	Credit Card	B/card - Ebay	Equipment Purchase	£2.56
31/12/2024	Credit Card	B/card - Ebay	Equipment Purchase	£11.99
31/12/2024	Credit Card	B/card - Budgens	Community Costs	£33.12
31/12/2024	Credit Card	B/card - Epos Now	Till System Maintenance	£16.80
31/12/2024	Credit Card	B/card - Epos Now	Till System Maintenance	£156.00
31/12/2024	Credit Card	B/card - Facebook	Advertising	£6.00
31/12/2024	Credit Card	B/card - Amazon	Stationery	£5.95
31/12/2024	Credit Card	B/card - Amazon	Stationery	£7.94
31/12/2024	Credit Card	B/card - Amazon	Stationery	£13.88
31/12/2024	Credit Card	B/card - Amazon	Postage	£19.99
31/12/2024	Credit Card	B/card - Get Licensed	Training	£377.99
31/12/2024	Credit Card	B/card - Zoom	Councillor's Expenses	£12.99
31/12/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£28.94
31/12/2024	Credit Card	B/card - I Hate Ironing	Laundry	£304.49
31/12/2024	Credit Card	B/card - Ironmongery Direct	Property Maintenance	£49.68
31/12/2024	Credit Card	B/card - Amazon	Stationery	£4.59
31/12/2024	Credit Card	B/card - Ironmongery Direct	Property Maintenance	£22.14
31/12/2024	Credit Card	B/card - SLCC	Subscription	£27.50
31/12/2024	Credit Card	B/card - Rock & Roll Bingo	Entertainment Costs	£125.88
31/12/2024	Credit Card	B/card - Sir Christopher's Wren Hotel	Staff Welfare	£69.75
31/12/2024	Credit Card	B/card - Amazon	Stationery (Refund)	-(6.40)
			Total	£61,252.48

Burnham Parish Council
Summary of payments
November 2024

All payments made by the Council Excluding Petty Cash and Staff Salaries.

Date	Payment type	Supplier	Details	Gross Amount
01/11/2024	Bank transfer	DD - Rates Cherry Orchard	Council Tax	£284.00
01/11/2024	Bank transfer	DD - Bucks Council-Rates Halls	Rates - BPH	£2,159.00
01/11/2024	Bank transfer	DD - Dayla	Bar Supplies	£378.86
04/11/2024	Bank transfer	DD - Peninsula	HR Services	£261.92
07/11/2024	Bank transfer	DD - Google Cloud	IT Software	£201.09
07/11/2024	Bank transfer	DD - Leigh Electrical	Street Lighting Maintenance	£705.00
08/11/2024	Bank transfer	DD - PWLB	Loan	£4,066.88
08/11/2024	Bank transfer	DD - YU Energy	Energy Costs - Street Lighting	£784.79
08/11/2024	Bank transfer	DD - YU Energy	Energy Costs - Street Lighting	£237.90
11/11/2024	Bank transfer	DD - Wex Europe Services	Grounds Maintenance Fuel Costs	£12.00
11/11/2024	Bank transfer	DD - YU Energy	Energy Costs - BPH	£4,781.78
11/11/2024	Bank transfer	DD - YU Energy	Energy Costs - BPH	£12.77
11/11/2024	Bank transfer	DD - Barclaycard Payments	Till System Maintenance	£129.88
11/11/2024	Bank transfer	DD - EposNow	Till System Maintenance	£156.00
12/11/2024	Bank transfer	Bank Chgs	Bank Charges	£4.80
12/11/2024	Bank transfer	Bank Chgs	Bank Charges	£7.50
12/11/2024	Bank transfer	DD - EE Limited	Rental charges for mobile phones	£147.13
13/11/2024	Bank transfer	BACS - Barry Fitzgerald	Expenses	£81.00
13/11/2024	Bank transfer	BACS - Bidfood	Café Supplies & Pitchside Café	£581.88
13/11/2024	Bank transfer	BACS - Heineken	Bar Supplies	£252.00
13/11/2024	Bank transfer	BACS - Crown, Water & Coffee	Café Supplies	£255.72
13/11/2024	Bank transfer	BACS - DK Productions	Event Promotion	£1,587.60
13/11/2024	Bank transfer	BACS - Daly Maintenance	Property Maintenance	£125.00
13/11/2024	Bank transfer	BACS - Dropmore Vineyard	Freedom of Parish (Community Costs)	£58.00
13/11/2024	Bank transfer	BACS - Ronald Fletcher LLP	Legal & Professional Costs	£5,600.00
13/11/2024	Bank transfer	BACS - O'Neill Homer	Professional Costs	£1,734.00
13/11/2024	Bank transfer	BACS - Rebellion Beer	Bar Supplies	£86.69
13/11/2024	Bank transfer	BACS - Shorts Agriculture	Property Maintenance	£630.00
13/11/2024	Bank transfer	BACS - Dyno Rod	Property Maintenance	£276.00
13/11/2024	Bank transfer	BACS - IT Mighty	IT Support	£1,150.77
13/11/2024	Bank transfer	BACS - Tom Shakespeare	Expenses	£54.00
13/11/2024	Bank transfer	BACS - Wicksteed Leisure	Property Maintenance	£784.82
13/11/2024	Bank transfer	BACS - Nisbets	Café & Pitchside Supplies	£141.49
14/11/2024	Bank transfer	BACS - HMRC	HMRC/PAYE M8	£9,039.49
14/11/2024	Bank transfer	BACS - Prudential Pension	Pension Costs M8	£80.00
14/11/2024	Bank transfer	BACS - Bucks Pension	Pension Costs M8	£1,066.98
14/11/2024	Bank transfer	BACS - Bucks Pension	Pension Costs M8	£1,617.09
14/11/2024	Bank transfer	DD - British Gas	Property Maintenance	£521.26
14/11/2024	Bank transfer	DD - British Gas	Property Maintenance	£74.41
14/11/2024	Bank transfer	DD - Sage	Accounting software support	£261.00
18/11/2024	Bank transfer	DD - Smartest Energy	Property Maintenance	£80.13
18/11/2024	Bank transfer	BACS - Wex Europe Services	Grounds Maintenance Fuel Costs	£18.16
19/11/2024	Bank transfer	BACS - SW Pension M8	Pension Costs	£1,348.94
20/11/2024	Bank transfer	DD - Grundon Waste Mgmt	Wheeled Bins & Containers	£273.10
22/11/2024	Bank transfer	DD - Dayla	Bar Supplies	£423.91
22/11/2024	Bank transfer	DD - Wireless Logic:Nucleus	St Peter's Playground & CCTV cameras	£108.00
25/11/2024	Bank transfer	BACS - Iris Payroll	Payroll support services	£164.05
25/11/2024	Bank transfer	BACS - Tio Fire Safety	Property Maintenance	£11.99
25/11/2024	Bank transfer	BACS - WeMaintain Technologies	Property Maintenance	£150.00
25/11/2024	Bank transfer	BACS - Local Cleaning Services	Property Maintenance	£69.00
25/11/2024	Bank transfer	BACS - Sir Christopher's Wren Hotel	Staff Welfare	£420.00
25/11/2024	Bank transfer	BACS - Rebellion Beer	Bar Supplies	£197.81
25/11/2024	Bank transfer	BACS - Bidfood	Café & Pitchside Supplies	£1,084.17
25/11/2024	Bank transfer	BACS - Delicioulsy French	Freedom of Parish (Community Costs)	£808.73
25/11/2024	Bank transfer	BACS - Escape Experience Ltd	Staff Welfare	£290.00
25/11/2024	Bank transfer	BACS - Get Licensed	Training	£288.99
25/11/2024	Bank transfer	BACS - IT Mighty	IT Support	£1,476.34
25/11/2024	Bank transfer	BACS - JSA Roofing	Property Maintenance	£480.00
25/11/2024	Bank transfer	BACS - Bank Charges	Bank Charges	£5.70
25/11/2024	Bank transfer	BACS - Leigh Electrical	Street Lighting Maintenance	£3,738.00
25/11/2024	Bank transfer	BACS - Tom Shakespeare	Expenses	£21.60
25/11/2024	Bank transfer	BACS - Nisbets	Café & Pitchside Supplies	£389.82
25/11/2024	Bank transfer	BACS - Viking Direct	Stationery	£161.57

25/11/2024	Bank transfer	BACS - Andy Webb	Property Maintenance	£732.20
25/11/2024	Bank transfer	BACS - Thames Valley Copiers	Stationery	£186.63
25/11/2024	Bank transfer	BACS - Adam Killea	Expenses	£15.80
25/11/2024	Bank transfer	BACS - Mercury Systems	Property Maintenance	£629.31
26/11/2024	Bank transfer	DD - Take Payments	Till System Maintenance	£63.00
28/11/2024	Bank transfer	DD - Welcome (Focus Group)	Office telephone line rental charges	£136.34
30/11/2024	Bank transfer	DD - Bank Charges	Bank Charges	£27.75
30/11/2024	Credit Card	B/card - Giff Gaff	Sim Card Charges	£6.00
30/11/2024	Credit Card	B/card - Amazon	Cleaning Materials - Jennery Lane	£15.99
30/11/2024	Credit Card	B/card - Booker	Café Supplies	£30.08
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£8.15
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£10.19
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£8.32
30/11/2024	Credit Card	B/card - Anderson Wholesale	Event Promotion	£537.12
30/11/2024	Credit Card	B/card - Amazon	Stationery	£84.86
30/11/2024	Credit Card	B/card - Epos Now	Till System Maintenance	£16.80
30/11/2024	Credit Card	B/card - Amazon	Property Maintenance	£13.49
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£24.88
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£29.05
30/11/2024	Credit Card	B/card - Ironmongery Direct	Property Maintenance	£14.46
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£6.79
30/11/2024	Credit Card	B/card - Zoom	Councillor's Expenses	£12.99
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£10.49
30/11/2024	Credit Card	B/card - I Hate Ironing	Laundry	£296.69
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£23.34
30/11/2024	Credit Card	B/card - Amazon	Pitchside Supplies	£16.64
30/11/2024	Credit Card	B/card - Booker	Café Supplies	£18.45
30/11/2024	Credit Card	B/card - Wix.com	Website	£300.00
30/11/2024	Credit Card	B/card - Booker	Café & Pitchside Supplies	£101.79
30/11/2024	Credit Card	B/card - Amazon	Stationery	£24.40
30/11/2024	Credit Card	B/card - Amazon	Stationery	£77.05
30/11/2024	Credit Card	B/card - Amazon	Stationery	£6.40
30/11/2024	Credit Card	B/card - Civil Enforcement	Community Expenses	£20.00
30/11/2024	Credit Card	B/card - Civil Enforcement	Community Expenses	£20.00
30/11/2024	Credit Card	B/card - Amazon	Stationery (Refund)	-(42.43)
30/11/2024	Credit Card	B/card - Amazon	Stationery	£23.71
30/11/2024	Credit Card	B/card - Amazon	Equipment Purchase	£21.74
30/11/2024	Credit Card	B/card - Amazon	Equipment Purchase	£5.24
30/11/2024	Credit Card	B/card - PDFMart	Councillor's Expenses	£1.99
30/11/2024	Credit Card	B/card - Amazon	Stationery	£11.77
30/11/2024	Credit Card	B/card - Amazon	Stationery	£35.90
30/11/2024	Credit Card	B/card - Amazon	Equipment Purchase	£14.98
30/11/2024	Credit Card	B/card - Amazon	Equipment Purchase	£9.98
30/11/2024	Credit Card	B/card - Amazon	Equipment Purchase	£92.17
			Total	<u>£56,101.01</u>

Date: 09/01/2025
Time: 09:35:30

Burnham Parish Council
Bank Reconciliation

Page: 1

Bank Ref: 1203	Date To: 31/12/2024
Bank Name: Unity Bank	Statement Ref: 1203 2024-31-12 M9
Currency: Pound Sterling	

Balance as per cash book at 31/12/2024: 135,981.70

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
<hr/>				<u>0.00</u>

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
<hr/>				<u>0.00</u>

Reconciled balance : 135,981.70

Balance as per statement : 135,981.70

Difference : 0.00

Your Account Statement



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Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mrs Rupinder Gaidhu
Burnham Parish Council
Burnham Park Hall
Windsor Lane
Slough
SL1 7HR

Date: 31/12/2024

Account Name: Burnham Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20491725

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Contact Us

- Call us: **0345 140 1000**
- Email us: us@unity.co.uk
- Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/11/2024		Balance brought forward	£0.00	£0.00	✓ £125,202.82
02/12/2024	Direct Debit	Direct Debit (BUCKS COUNCIL)	✓ £2,159.00	£0.00	£123,043.82
02/12/2024	Direct Debit	Direct Debit (BUCKS COUNCIL)	✓ £284.00	£0.00	£122,759.82
02/12/2024	Faster Payment Debit	B/P to: ZF Motors Ltd	✓ £8,388.00	£0.00	£114,371.82

Page number 1 of 10

Statement number 018

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
20/12/2024	Faster Payment Debit	B/P to: Adam Killeya	✓ £42.70	£0.00	£132,994.94
20/12/2024	Faster Payment Debit	B/P to: Earth Anchors	✓ £743.28	£0.00	£132,251.66
20/12/2024	Faster Payment Debit	B/P to: Isparky	✓ £90.00	£0.00	£132,161.66
20/12/2024	Faster Payment Debit	B/P to: Andy Webb	✓ £780.00	£0.00	£131,381.66
20/12/2024	Faster Payment Debit	B/P to: Michelles Mobile	✓ £455.00	£0.00	£130,926.66
20/12/2024	Credit	NFG ACCOUNTS	£0.00	✓ £81.00	£131,007.66
20/12/2024	Credit	BCARD1699571191224 BCARD	£0.00	✓ £86.50	£131,094.16
23/12/2024	Credit	BCARD1699571201224 BCARD	£0.00	✓ £250.30	£131,344.46
23/12/2024	Credit	BCARD1699571211224 BCARD	£0.00	✓ £271.90	£131,616.36
24/12/2024	Direct Debit	Direct Debit (WIRELESS LOGIC LTD)	✓ £111.60	£0.00	£131,504.76
24/12/2024	Credit	TICKETSOURCE LTD	£0.00	✓ £1,225.00	£132,729.76
27/12/2024	Direct Debit	Direct Debit (TAKEPAYMENTS LTD)	✓ £63.00	£0.00	£132,666.76
27/12/2024	Direct Debit	Direct Debit (BCARD COMMERCIAL)	✓ £1,909.47	£0.00	£130,757.29
27/12/2024	Credit	ZURICH INS/RECS	£0.00	✓ £692.00	£131,449.29
30/12/2024	Credit	Shining Star Productions Limited	£0.00	✓ £400.00	£131,849.29
30/12/2024	Credit	LEARN TO DANCE	£0.00	✓ £2,600.00	£134,449.29
30/12/2024	Credit	Mellor Performing Arts School	£0.00	✓ £625.00	£135,074.29
30/12/2024	Credit	Mellor Performing Arts School	£0.00	✓ £450.00	£135,524.29
30/12/2024	Credit	Sumner Shirley	£0.00	✓ £15.00	£135,539.29
30/12/2024	Credit	WHITE HART FC	£0.00	✓ £475.00	£136,014.29
31/12/2024	Direct Debit	Direct Debit (FOCUS GROUP)	✓ £136.34	£0.00	£135,877.95
31/12/2024	Fee	Manual Credit Handling Charge	✓ £48.30	£0.00	£135,829.65
31/12/2024	Credit	ACHIEVE TOGETHER	£0.00	✓ £175.00	£136,004.65
31/12/2024	Fee	Service Charge	✓ £22.95	£0.00	£135,981.70

Page number 9 of 10

Statement number 018



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Rec

Date: 04/12/2024
Time: 14:27:09

Burnham Parish Council
Bank Reconciliation

Page: 1

Bank Ref: 1203	Date To: 30/11/2024
Bank Name: Unity Bank	Statement Ref: 1203 2024-11-30 M8
Currency: Pound Sterling	

Balance as per cash book at 30/11/2024: 125,202.82

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
<hr/>				
				<u>0.00</u>

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
<hr/>				
				<u>0.00</u>

Reconciled balance : 125,202.82

Balance as per statement : 125,202.82

Difference : 0.00

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
27/11/2024	Credit	Credit 000068	£0.00	✓ £540.00	£124,468.86
27/11/2024	Credit	BCARD1699571261124 BCARD	£0.00	✓ £354.00	£124,822.86
27/11/2024	Credit	BAKER T BUS AC	£0.00	✓ £25.00	£124,847.86
28/11/2024	Direct Debit	Direct Debit (FOCUS GROUP)	✓ £136.34	£0.00	£124,711.52
28/11/2024	Credit	BCARD1699571271124 BCARD	£0.00	✓ £132.15	£124,843.67
29/11/2024	Credit	WINDOWFLOWERS LTD	£0.00	✓ £101.00	£124,944.67
29/11/2024	Credit	BCARD1699571281124 BCARD	£0.00	✓ £285.90	£125,230.57
30/11/2024	Fee	Service Charge	✓ £27.75	£0.00	£125,202.82

Rec. RR



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Date: 06/01/2025
Time: 09:56:08

Burnham Parish Council
Bank Reconciliation

Bank Ref: 1233	Date To: 31/12/2024
Bank Name: Public Sector Fund	Statement Ref: 1233 2024-12-31 M9
Currency: Pound Sterling	

Balance as per cash book at 31/12/2024: 446,039.94

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
<hr/>				<u>0.00</u>

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
<hr/>				<u>0.00</u>

Reconciled balance : 446,039.94

Balance as per statement : 446,039.94

Difference : 0.00

Statement of Account

Mrs Gaidhu
Burnham Parish Council
Burnham Park Hall
Windsor Lane
Burnham
SL1 7HR

5 January 2025

Account name: **BURNHAM PARISH COUNCIL-Land Securities Fund**
Account number: **PS3079024-001**
Statement period: **30/11/2024 to 31/12/2024**

Account summary

Total valuation as at 31 December 2024 **£446,039.94**
Total valuation as at last statement at 30 November 2024 **£518,991.46**

Holdings as at 31 December 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	446,039.9400	£1.00	£446,039.94
Total value			£446,039.94

Transactions for the period from 30 November 2024 to 31 December 2024

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
03/12/2024	Income Reinvestment	2,048.4800	£1.0000	£2,048.48
17/12/2024	Withdrawal	-75,000.0000	£1.0000	-£75,000.00

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

The average Fund yield for this period was 4.75% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Dec 2024	03/01/2025	Reinvestment	£1,955.60	PS3079024-001

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on www.ccla.co.uk/glossary. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at clientservices@ccla.co.uk.

Date: 06/12/2024
Time: 09:39:57

Burnham Parish Council

Bank Reconciliation

Bank Ref: 1233	Date To: 30/11/2024
Bank Name: Public Sector Fund	Statement Ref: 1233 2024-11-30 M8
Currency: Pound Sterling	

Balance as per cash book at 30/11/2024:

518,991.46

Add: Unpresented Payments

Tran No	Date	Ref	Details	£
----------------	-------------	------------	----------------	----------

0.00

Less: Outstanding Receipts

Tran No	Date	Ref	Details	£
----------------	-------------	------------	----------------	----------

0.00

Reconciled balance :

518,991.46

Balance as per statement :

518,991.46

Difference :

0.00

Statement of Account

Mrs Gaidhu
Burnham Parish Council
Burnham Park Hall
Windsor Lane
Burnham
SL1 7HR

5 December 2024

Account name: **BURNHAM PARISH COUNCIL-Land Securities Fund**
Account number: **PS3079024-001**
Statement period: **31/10/2024 to 30/11/2024**

Account summary

Total valuation as at 30 November 2024 **£518,991.46**
Total valuation as at last statement at 31 October 2024 **£516,445.65**

Holdings as at 30 November 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	518,991.4600	£1.00	£518,991.46
Total value			£518,991.46

Transactions for the period from 31 October 2024 to 30 November 2024

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
04/11/2024	Income Reinvestment	2,545.8100	£1.0000	£2,545.81

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

The average Fund yield for this period was 4.81% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Oct 2024	04/11/2024	Reinvestment	£2,545.81	PS3079024-001

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

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Date	Ref.	Details	Debit	Credit
01/12/2024		B/Fwd Balance	1074.03	0.00
03/12/2024	TRANS	Bank Transfer- Petty Cash	67.55	0.00
03/12/2024	PC1285	Nikki - Orange squash for Cafe	0.00	1.19
08/12/2024	PC1286	Nikki - Bread for Cafe	0.00	1.52
08/12/2024	PC1287	Nikki - Salad & sandwich fillers for Cafe	0.00	9.56
10/12/2024	PC1288	Neil - Milk for Cafe	0.00	5.80
10/12/2024	PC1289	Boris - Mulled wine & milk for Xmas Event	0.00	70.78
11/12/2024	TRANS	Bank Transfer- Petty Cash	88.85	0.00
12/12/2024	PC1290	Nikki - Cleaning cloths for Bar	0.00	5.00
12/12/2024	PC1291	Nikki - Wipes & Bleach for Public Toilets	0.00	3.69
13/12/2024	PC1292	Neil - Milk for Cafe	0.00	5.80
16/12/2024	PC1293	Nikki - Sandwich filler for Cafe	0.00	6.99
16/12/2024	PC1294	Nikki - Bread for Cafe	0.00	1.52
16/12/2024	PC1295	Nikki - Salad & sandwich fillers for Cafe	0.00	12.67
16/12/2024	PC1296	Neil - Milk for Cafe	0.00	5.80
			£1,230.43	£130.32
Balance on SAGE @ 31.12.24			£1,100.11	

Petty Cash - Nov 24

Date	Ref.	Details	Debit	Credit
01/11/2024		B/Fwd Balance	1141.58	0.00
03/11/2024	PC1270	Nikki - Salad & sandwich fillers for Cafe	0.00	7.99
03/11/2024	PC1271	Nikki - Bread for Cafe	0.00	1.52
05/11/2024	PC1272	Nikki - Bread, cheese & fillers for Cafe	0.00	5.21
11/11/2024	PC1273	Nikki - Sandwich fillers for Cafe	0.00	6.00
11/11/2024	PC1274	Nikki - Bread for Cafe	0.00	1.52
11/11/2024	PC1275	Nikki - Salad for Cafe	0.00	6.36
16/11/2024	PC1276	Nikki - Salad & fillers for Cafe	0.00	10.14
17/11/2024	PC1277	Nikki - Bread for Cafe	0.00	1.52
19/11/2024	PC1278	Nikki - Milk for Cafe	0.00	6.20
22/11/2024	PC1279	Nikki - Milk for Pitchside	0.00	4.35
24/11/2024	Tfr Income to Petty Cash Nov 2	Pitchside income trfd to Petty Cash 24.11.24	4.75	0.00
24/11/2024	PC1280	Nikki - Bread for Cafe	0.00	1.52
24/11/2024	PC1281	Nikki - Salad & sandwich fillers for Cafe	0.00	9.01
27/11/2024	PC1282	Raffle tickets for Xmas Event Dec 24	0.00	1.58
30/11/2024	PC1283	Nikki - Bread for Cafe	0.00	1.52
30/11/2024	PC1284	Nikki - Salad & cheese for Cafe	0.00	7.86

£1,146.33 £72.30

Balance @ 30.11.24 **£1,074.03**

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the column headed "Year ending 31 March 2025" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: **BURNHAM PARISH COUNCIL**

County area (local councils and parish meetings only): **BUCKINGHAMSHIRE**

Financial year ending 31 March 2025

Prepared by : **Rupi Galdhu**

Date: **31/12/2024**

	£	£
Balance per bank statements as at 31/12/24:		
Unity Bank - Current	135,981.70	
Public Sector Fund	446,039.94	
Petty Cash	1,100.11	
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		583,121.75
Petty cash float (if applicable)		0.00
Less: any unpresented cheques as at 31/12/24 (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary]		
item 5		
item 6		
item 7		
item 8		
Add: any un-banked cash as at 31/12/24		0.00
		0.00
		<u>583,121.75</u>

Signed by: RFO

Balance as per Trial Balance @ 31.12.24

Signed by Council Chair:

Unity Bank	135,981.70
PSDF	446,039.94
Petty Cash	1,100.11
Total	583,121.75

Signed by P & R Chair:

Bank Reconciliations checked &
Approved by Vice Chair:

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the column headed "Year ending 31 March 2025" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: **BURNHAM PARISH COUNCIL**

County area (local councils and parish meetings only): **BUCKINGHAMSHIRE**

Financial year ending 31 March 2025

Prepared by : **Rupi Gaidhu**

Date: **30/11/2024**

	£	£
Balance per bank statements as at 30/11/24:		
Unity Bank - Current	125,202.82	
Public Sector Fund	518,991.46	
Petty Cash	1,074.03	
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		645,268.31
Petty cash float (if applicable)		0.00
Less: any un-presented cheques as at 30/11/24 (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary]		
item 5		
item 6		
item 7		
item 8		
Add: any un-banked cash as at 30/11/24		0.00
		0.00
		<u>645,268.31</u>

Signed by: RFO

Balance as per Trial Balance @ 30.11.24

Signed by Council Chair:

Unity Bank	125,202.82
PSDF	518,991.46
Petty Cash	1,074.03

Total 645,268.31

Signed by P & R Chair:

Bank Reconciliations checked &
Approved by Vice Chair:

Written update on Padel Court Project

Context

The Recreation and Amenities Committee meeting on 22nd October approved in principle a project to create two Padel Courts at the George Pitcher Memorial Ground; working with the project proposers and leasing the space to them on a long-term basis to build and operate the courts in return for annual rent and revenue share, subject to further detailed and negotiation.

Following further work, the proposers, now incorporated as Padel Powerhouse Limited, are ready to submit a planning application, and we have discussed both an exclusivity arrangement and heads of terms for a lease subject to Council's consideration. This follows our taking formal advice and receiving a report from a commercial estate agent.

This update report and the exclusivity arrangement can both be taken in open council, whilst the heads of terms and report from our agent will be considered in confidential session due to commercial confidentiality.

It should be noted that this paper is from the perspective of the council as the landowner, and should not be taken as making any comment on the merits of any connected planning application.

Recommendations

Open session

- a. To note the updates in this report.
- b. To approve the exclusivity agreement to 31/12/2025 with Padel Powerhouse Limited.

Confidential session

- c. To approve the Heads of Terms for a lease, subject to a full lease being drawn up and approved, and to planning permission being granted, delegating authority to the Clerk to negotiate any further details that arise prior to lease approval.
- d. To approve the expenditure of funds from the Professional Services budget for this purpose.
- e. To approve issuing of appropriate publicity around the project, in consultation with Padel Powerhouse Limited.

Alternative options considered and not recommended

- Not to proceed with the project; not recommended due to the opportunities involved - both financial for the council and to provide additional amenities to the public.
- To proceed with the project on a slower timetable; not recommended due to the opportunity to potentially get the facility in operation this year.
- To proceed with the project on different terms; not recommended as these terms have been negotiated following formal advice from a commercial estate agent and represent reasonable movement from both sides from their initial position.

Commentary

- Details of the project itself can be found in the original paper to R&A enclosed; with the amendment that the preferred site is now between the entrance road and the 'England Pitch' at the GPMG. This follows extensive work with the proposers, including their own planning advice, and the Head Groundsman.

- A site visit to a working Padel Court was offered to councillors to take place on Friday 24th January, subject to weather, accompanied by the Clerk and one of the Directors of Padel Powerhouse Ltd.
- The proposed exclusivity agreement does not bind the council to proceed with the project; and instead gives reassurance to Padel Powerhouse Ltd that the Council will not enter negotiations for a similar project with anyone else until at least the end of the calendar year. This is necessary to give them the confidence to spend further money advancing the project through the planning process.
- Likewise, the proposals on Heads of Terms (see separate confidential paper) would not be legally binding and would be subject to a full lease being drawn up and agreed by Council.

Risks

- Legal risks associated with entering any contract – these have already been mitigated by the advice of our estate agent, and will be further mitigated by the drawing up of an appropriate lease when Heads of Terms have been agreed.
- Risks of the project proving unsuccessful – the majority of the financial risk would lie with the proposers. However, there would be some reputational risk to the council, which will be mitigated by good project management, as well as the loss of opportunity and the sunk costs for professional advice.
- Risks of the project not receiving planning permission – there is always some risk of this; however the work to identify the most suitable siting, as well as the proposers work with their planning advisors, mitigates this risk.
- Risks arising from the exclusivity agreement – no financial risks provided the councillors and council maintain the agreement. Loss of opportunity to negotiate with other providers for some months if agreement is not reached.
- Opportunity costs – there is some opportunity cost if we do not proceed with the project as it could potentially provide a good revenue stream as well as beneficial public amenities.

Report on Padel Court proposal to Recreation and Amenities Committee

Context

Important note: the Clerk is a member of the Burnham Tennis Association; at this time there is nothing in the below that would constitute an 'interest', although this could change if they were to become significantly involved.

I was contacted in July by a resident interested in establishing two padel courts in Burnham Park, in response to the growing demand for these courts – see appendix A for this proposal email.

Following consultation with the Committee Chair, I met with the proposer on site on 23/08/24 for an initial discussion; and the details discussed are outline below. I have added to this report based on further emails. The Head Groundsman has since suggested that the Cherry Orchard / GPMG could make a good alternative site, and the proposers concur: we met again there on 27/09/04.

We are seeking the committee's view in principle on this proposal and the best site; should they be minded to support it in principle there would be further work to bring back more detailed proposals, including financial arrangements.

The proposer has indicated that they can attend the meeting on 22nd October, give a short presentation during public participation, and answer any questions members may have.

Recommendation

To make a decision as to whether to:

- a. Support the proposal in principle, subject to working up a full application, directing the Clerk to work further with the proposer to produce this, and indicating a preferred site.
- b. Defer a decision in principle to seek specific additional substantive information.
- c. Take no further action at this time.

Commentary

Courts currently exist in Slough and Maidenhead, but across the country there are only around 450 at present, in comparison to approximately 24,000 tennis courts (LTA figures). We understand that others are being planned locally, including at a nearby Golf Club.

There is a great deal of useful detail in this LTA briefing note:

<https://www.lta.org.uk/4ad182/siteassets/about-lta/file/lta-padel-guidance-note.pdf>

Nature of site needed

A standard padel court is 20mx10m, with a height of 4m without floodlights, 6m if floodlights were added to the structure, and 8m with stand-alone floodlights. If enclosed with a canopy for weather protection, allowing all-round use, the height would be 10m. Two courts, allowing for a gap in between, would therefore require approximately 450m².

It was felt that the most appropriate site within the park if approved would be close to the Multi-Use Games Area (MUGA), as that part of the park is flattest and it would not impinge on the main part of the park on the other side of the path.

Having met further at the Cherry Orchard / GPMG, it is considered that this site, with an existing sporting and leisure focus, could be more suitable. The most suitable area is between the 'England Pitch' and the road – there is sufficient room here, although some screening may be required.

Funding and partnerships

The LTA quotes £30,000 per court with lights (excluding ring beam, court base and drainage; £58,000 if those are included). Other online research suggests a figure of £45,000-£80,000, depending on the breadth of groundworks, court specification and ancillary requirements. This has the potential to rise further given the points around power supply below.

It was initially hoped that there would be funding available from the Lawn Tennis Association; although clarity was needed as to whether this would require the courts to be publicly owned and operated, rather than a commercial enterprise. However, on further investigation the LTA only wishes to work with existing tennis associations who wish to construct courts. Otherwise, the proposal would therefore need to be funded privately. The proposer is interested in partnering with tennis associations, as well as local schools etc, for tournaments etc. but feels that they would like to keep as much control of the ownership of the court as possible, and to raise the funding privately.

Management and ownership

Assuming the need for private funding the courts would need to be privately owned and operated, with the space long-term leased from the council for an annual rent and potentially a fee based on a proportion of the operating revenues.

The alternative model considered was for courts to be council-owned, with a management fee paid to the operators (responsibility for maintenance costs etc would be negotiated as part of the agreement). However, this would require grant or public funding.

Operation and playing costs

Courts are self-contained and locked with booking online access via a code. They would need to be monitored, but not permanently staffed. Assuming they were lit, and depending on planning conditions, the hours of operation could be wide; the proposer's hope is 8am-9pm daily. Booking would be done via an app.

The standard cost for hire of a padel court is around £60 per hour for open courts and £70 for enclosed courts.

Power

In order to supply floodlighting a power supply would be needed. Three options have been discussed:

- i. Stand-alone power supply at site; which raises some issues around visual and safety impact.
- ii. Solar or other renewable: this is felt unlikely to generate enough power.
- iii. Cabling into mains; this is currently the proposer's favoured option, although this raises issues around the cost, work and potential disruption needed. If at the park it should be possible to connect to the supply to the MUGA; if at the GPMG it would be needed to connect to the supply to the buildings.

Practicalities of build

Planning permission would be required: the LTA states that "the construction of a Padel court will require formal planning consent to be issued by the relevant Local Authority. The site developer will be responsible for obtaining planning consent and this will be excluded from most contractors'

quotations. Careful consideration of the location of proposed padel courts should be given in relation to the impact of noise and light on adjacent residential properties. If a residential property is within 30m of the padel court then it is likely that sound attenuation mitigation will be required as well as noise and light surveys being required as part of the planning application.”.

The proposer states that “We have engaged in very initial conversations around planning and all possibilities seem reasonable at this stage. Obviously we would need to start drawings, however we are hesitant at incurring any costs without any positive lean forward from the committee.”

Construction is relatively quick as it is ‘flat pack’ – approximately 5 weeks from order to use, with up to 2 weeks of that period being construction. It is not envisaged that the construction period would be significantly disruptive to other park users.

Accessibility

The game is targeted at older young people and adults – from 12 upwards. The proposed has stated that “wheelchair access will be incorporated”.

It should be noted that a playing cost of £60-£70 per hour does raise the question of financial accessibility. The proposer does point out that there are usually four players; therefore, a cost of £60 would be £15 per hour per person. They have also stated that there would be reduced rates for students etc.

Next steps

- I initially advised the proposer to seek further information from:
 - The LTA, regarding funding conditions and process;
 - Buckinghamshire Council regarding planning permission; but also potentially input/support from the Sports/Leisure Development teams.

They have followed up both avenues as reported above.

- Further detailed work would follow if the committee approved the principle and location as above, particularly around planning, arranging funding, and negotiation of terms.

Appendix A: initial proposal email

Dear Sir/Madam,

We propose the establishment of two padel courts in close proximity to Burnham Park, responding to the growing interest in the sport and the community's recreational needs. Padel is a rapidly expanding sport in the UK, combining elements of tennis and squash, and has gained popularity due to its accessibility and social nature.

****Location:****

The proposed location for the padel courts would be at your preference within Burnham Park, strategically chosen for its accessibility and suitability for recreational sports facilities. The area will be easily reachable by residents of Burnham and neighboring communities, promoting inclusivity and community engagement.

****Facility Design:****

The design will include two standard-sized padel courts, constructed to meet international standards and equipped with necessary fencing, lighting for evening play. The layout will be optimized to ensure safety, comfort, and an enjoyable playing experience for participants of all skill levels.

****Community Impact:****

The introduction of padel courts near the borough will have several positive impacts:

****Health and Well-being:**** Encourages physical activity and a healthy lifestyle among residents.

****Social Engagement:**** Provides a venue for social interaction and community bonding.

****Economic Benefits:**** Attracts visitors to local businesses and enhances the area's recreational amenities.

In conclusion, the establishment of two padel courts within Burnham presents an exciting opportunity to enhance local recreational offerings, promote physical activity, and foster community spirit. We seek support from stakeholders and authorities to realize this project for the benefit of current and future generations.

We look forward to discussing this proposal further and working together to bring this vision to fruition.

Sincerely,

DATED

EXCLUSIVITY AGREEMENT

between

Padel Powerhouse Limited

and

Burnham Parish Council

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10. Notices6

11. Governing law and jurisdiction6

This agreement is dated [DATE]

Parties

- (1) Padel Powerhouse Limited, incorporated in England and Wales with company number 16124578, whose registered office is at 9 Redmead Road, Hayes, Middlesex, UB34AU
(Party 1)
- (2) Burnham Parish Council, Burnham Park Hall, Windsor Lane, Burnham, Slough SL1 7HR
(Party 2)

BACKGROUND

- (A) Party 1 and Party 2 have entered into preliminary discussions regarding the Proposed Transaction.
- (B) Party 1 and Party 2 have agreed to a period of exclusivity with each other, on the terms set out in this agreement, during which the parties can evaluate and negotiate the Proposed Transaction.

Agreed terms

1. Interpretation

1.1 The definitions and rules of interpretation in this clause apply in this agreement.

1 **Business Day:** a day, other than a Saturday, Sunday or public holiday in England, when banks in London are open for business.

2 **Exclusivity Period:** the period commencing on the date of this agreement and ending at 11.59 on 31st December 2025 or, if earlier, the date on which either party notifies the other party that it is withdrawing from negotiations in relation to the Proposed Transaction.

3 **Proposed Transaction:** Party 1 and Party 2 agree to an exclusive arrangement with respect to the proposed transaction involving the erection of two padel courts on the George Pitcher Memorial Ground, Britwell Rd, Slough SL1 8DL. The parties intend to enter into a long lease for the land on which the padel courts will be built subject to further detailed negotiations and agreement. During the term of this exclusivity, neither Party 1 nor Party 2 will negotiate or enter into any agreements with third parties regarding the construction of the padel courts at the proposed site.

4 **Representative:** an officer, employee, agent, adviser or other representative of a party.

5 **Third Party Negotiations:** in relation to either party, any negotiations between that party, (or any of its respective Representatives) and any third party (other than a Representative of the other party) for entering into a commercial arrangement which is similar to or could

reasonably be expected to conflict with or frustrate the purpose of the Proposed Transaction.

- 1.2 References to clauses are to the clauses of this agreement.
- 1.3 A **person** includes a natural person, corporate or unincorporated body (whether or not having separate legal personality).
- 1.4 This agreement shall be binding on, and ensure to the benefit of, the parties to this agreement and their respective successors and permitted assigns, and references to any **party** shall include that party's successors and permitted assigns.
- 1.5 A reference to a **holding company** or a **subsidiary** means a holding company or a subsidiary (as the case may be) as defined in section 1159 of the Companies Act 2006 and for the purposes only of the membership requirement contained in sections 1159(1)(b) and (c), a company shall be treated as a member of another company even if its shares in that other company are registered in the name of:
 - (a) another person (or its nominee) by way of security or in connection with the taking of security; or
 - (b) its nominee.
- 1.6 Unless expressly provided otherwise in this agreement, a reference to **writing** or **written** excludes fax but not email.
- 1.7 Any words following the terms **including, include, in particular, for example** or any similar expression shall be interpreted as illustrative and shall not limit the sense of the words preceding those terms.
- 1.8 Any obligation not to do something includes an obligation not to allow that thing to be done.

2. **Exclusivity undertakings**

- 2.1 In consideration of the mutual undertakings each party gives to the other in this 2, neither party shall, during the Exclusivity Period, directly or indirectly:
 - (a) enter into, continue, re-start, solicit, initiate or otherwise participate in any Third-Party Negotiations;
 - (b) solicit, invite, induce, seek, encourage or respond to any approach that might lead to Third Party Negotiations;
 - (c) enter into any letter of intent, agreement, arrangement or understanding (whether or not legally binding) pursuant to any Third-Party Negotiations; or
 - (d) supply or otherwise disclose any information about itself that might conflict with or frustrate the purpose of the Proposed Transaction to a third party that it knows

or should know would like, or may like, to enter into Third Party Negotiations (unless the information is publicly available).

- 2.2 Upon entering into this agreement, each party will immediately terminate, or procure the termination of, any Third-Party Negotiations that it is engaged in.
- 2.3 Each party will ensure that its Representatives comply with the undertakings in this 2.
- 2.4 Each party shall notify the other immediately if, during the Exclusivity Period, it receives any indication from any third party (including any third party with whom it was having Third Party Negotiations prior to the date of this agreement) that such third party wishes to engage in Third Party Negotiations.

3. **Parties' remedies**

- 3.1 Each party (**Indemnifying Party**) acknowledges that the other party (**Indemnified Party**) will incur significant costs, fees and expenses by relying on the exclusivity undertakings set out in 2. If the Indemnifying Party is in breach of any of its obligations in 2, it shall (without prejudice to any other remedies the Indemnified Party may have) indemnify the Indemnified Party in respect of all the reasonable costs, fees and expenses (including in each case any applicable VAT) incurred by the Indemnified Party in connection with the Proposed Transaction from the date of this agreement to the date on which negotiations between the parties for the Proposed Transaction end (**Transaction Costs**). The Transaction Costs include the costs of:

- (a) negotiating and producing contracts and all related documents; and
- (b) conducting due diligence on the Indemnifying Party

the Indemnified Party shall use all reasonable endeavours to mitigate the Transaction Costs it may claim under this indemnity.

- 3.2 Without prejudice to any other rights or remedies that either party may have, each party acknowledges and agrees that damages alone would not be an adequate remedy for any breach of the terms of this agreement by the other party. Accordingly, the non-defaulting party shall be entitled to the remedies of injunction, specific performance or other equitable relief for any threatened or actual breach of the terms of this agreement.

4. **Assignment and other dealings**

- 4.1 Neither party shall assign, novate, transfer, mortgage, charge, subcontract, delegate, declare a trust over or deal in any other manner with any or all of its rights and obligations under this agreement without the prior written consent of the other party (such consent not to be unreasonably withheld or delayed).

5. **Entire agreement**

- 5.1 This agreement and the documents referred to in it constitute the entire agreement between the parties and supersede and extinguish all previous and contemporaneous agreements, promises, assurances, warranties, representations and understandings between them, whether written or oral, relating to their subject matter.
- 5.2 Each party acknowledges that in entering into this agreement it does not rely on any statement, representation, assurance or warranty (whether made innocently or negligently) that is not set out in this agreement. Each party agrees that it shall have no claim for innocent or negligent misrepresentation] based on any statement in this agreement.

6. **Variation and waiver**

- 6.1 No variation of this agreement shall be effective unless it is in writing and signed by the parties (or their authorised representatives).
- 6.2 A waiver of any right or remedy is only effective if given in writing and shall not be deemed a waiver of any subsequent right or remedy.
- 6.3 A delay or failure to exercise, or the single or partial exercise of, any right or remedy shall not waive that or any other right or remedy, nor shall it prevent or restrict the further exercise of that or any other right or remedy.

7. **Severance**

If any provision or part-provision of this agreement is or becomes invalid, illegal or unenforceable, it shall be deemed deleted, but that shall not affect the validity and enforceability of the rest of this agreement.

8. **Costs**

Save as provided in 3.1, each party shall pay its own costs and expenses incurred in connection with the Proposed Transaction, including the negotiation, preparation and execution of this agreement.

9. **Third party rights**

- 9.1 Unless it expressly states otherwise, this agreement does not give rise to any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this agreement.
- 9.2 The rights of the parties to rescind or vary this agreement are not subject to the consent of any other person.

10. Notices

- 10.1 Any notice given to a party under or in connection with this agreement shall be in writing and shall be:
- (a) delivered by hand or by pre-paid first-class post or other next working day delivery service at its registered office; or
 - (b) sent by email to the following addresses (or an address substituted in writing by the party to be served):
 - (i) Party 1: Padel Powerhouse Limited, 9 Redmead Road, Hayes, Middlesex, UB34AU
 - (ii) Party 2: Burnham Parish Council, Burnham Park Hall, Windsor Lane, Burnham, Slough SL1 7HR
- 10.2 Any notice shall be deemed to have been received:
- (a) if delivered by hand, at the time the notice is left at the proper address;
 - (b) if sent by pre-paid first-class post or other next working day delivery service, at 9.00 am on the Business Day after posting; or
 - (c) if sent by email, at the time of transmission or, if this time falls outside 9.00 am to 5.00 pm on a Business Day, at 9.00 am on the next Business Day.
- 10.3 This clause does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

11. Governing law and jurisdiction

- 11.1 This agreement and any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with the law of England and Wales.
- 11.2 Each party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with this agreement or its subject matter or formation.

This agreement has been entered into on the date stated at the beginning of it.

Signed by [NAME OF
DIRECTOR] for and on
behalf of [NAME OF PARTY
1]

.....

Director

Signed by [NAME OF
DIRECTOR] for and on
behalf of [NAME OF PARTY
2]

.....

Director

Costings: for Lighthouse dinner

Preparation, food and equipment (3 courses) 100 people @ £8 per head (costs rates; normally
£18 per head): total £800

Room hire tbc

Grant is to cover free room hire, and the remainder of the amount towards the diner (up to a total of £1000 grant)

1. Contact details

Name of organisation	LIGHTHOUSE BURNHAM
Address of organisation	e/o trustees 10 WENDOVER ROAD BURNHAM BUCKS SL1 7ND
Organisations status	For example, Registered Charity / Not-for-profit but REGISTERED CHARITY
Registered charity number (if applicable)	11 36 793
VAT number if applicable	
Name of contact applying for the grant on behalf of organisation	TERENCE J. GAMBLE
Contacts role or relationship with organisation applying for the grant	FUNDRAISING COMMITTEE
Contact's telephone number	07450004863
Contact's e-mail address	tj.gamble321@gmail.com

2. Timescale

Date of application	12/12/2024
Date funding requested by	28/02/2025
Estimated start date of activity	28/02/20-5
Estimated duration of activity	In days or months ONCE OFF

3. Grant amount

Amount requested	£1000 - Benefit in kind for Room + balance
------------------	--

4. Details of activity to be funded

Briefly describe the project / purpose for which you require a grant (i.e. the activity)

Room hire plus dinner as part of overall fund raising

Lighthouse Burnham is a childrens activity week 28/07/25 - 02/08/25. It teaches Christian values. ~~the total~~ cost is estimated to be in the region of £14,000. We are looking to raise £2,000 (inc. £1,500 Reserve)

How will the project or activities benefit the residents of Burnham? Please include estimates of the number of Burnham residents that will receive a direct benefit from the project or activities

Approx 120 children from the Burnham Area plus their parents (who will have children in a safe environment) plus teenagers who develop leadership skills.

Will any assets be created after the grant has been spent? If so, who will own them, how long are any asset expected to last, and where will they be placed?

For example, if a piece of artwork is being created where will this be displayed and for how long?
NONE.

5. Activities costs and financial details

Please provide a full budget breakdown for the activity, including estimated costs and revenue. This must identify different sources of funds including using existing reserves, other grants applied for, and any loans

This can be in the format of a simple budget statement (see annex 1 of the guidelines)
Anticipated project cost is in the region of £14,000 which includes £5647.62 for marquee (see attached) there is lighting system, generators, porta loo's, sound system, food.
Cost of hire of Phoenix Rugby Club scout as guide Hnts.

Please provide a summary of the requesting organisation's financial position

For grant requests above £250 this should include the most up to date financial statement (including a Balance Sheet and (also known as an income statement))

For grant requests above £500 this should also include a forward-looking cash flow forecast covering the period when the activity will take place

If more than 50% of the funding is being requested from Burnham Parish Council please explain why other funding sources are not available or applicable

The council will normally only provide up to 50% of any activity's costs. Please explain why an exception to this guidance is appropriate. Where participants will pay to participate this should be accounted for as an additional funding source.

Declaration of acceptance

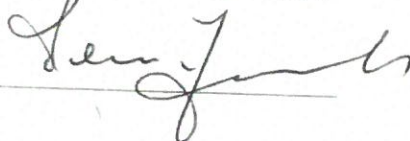
I declare that all information provided to the Parish Council as part of the grant application is accurate and complete to the best of my knowledge.

I understand that the Council may refuse any application containing inaccurate or misleading information.

I declare that any grant made will be used solely for the purposes outlined in this application.

I understand that Burnham Parish Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified.

Name: TERENCE J. GAMBLE

Signature: 

Date: 12/14/24

Documents to send with your application

For all grant applications, please include the latest copy of annual accounts, including details of reserves held by the organisation. *to follow*

Please also include with your application any supporting documents that you feel would assist the Council in assessing the application.

The Council may refuse an application if it believes it has insufficient information to make a decision.

Please send the completed application form along with all supporting documentation to:

The Parish Clerk
Burnham Parish Council
Burnham Park
Windsor Lane
Burnham
SL1 7HR
Telephone: 01628 661381
Email: clerk@burnhamparish.gov.uk

BUCKS WIGWAMS

MARQUEE CONTRACTORS

24th October 2024

Quotation for Lighthouse Event

Pavilion

148ft x 40ft (45m x 12m)	2,730.67
2 x 70ft x 30ft (21m x 9m)	1,975.68

Sub Total	£4,706.35
VAT @ 20.0%	£941.27
TOTAL	£5,647.62

The above quotation is valid for 30 days and subject to availability of equipment at the time of booking.

To secure this booking the following **deposit is required** with your written confirmation £840.00

BANK DETAILS: Coutts & Co Sort Code: 18-00-02 A/C Number: 03886816
Please quote reference 'TMP032226' on all payments.

Need more information? why not check our website? www.buckswigwams.com

For conditions of hire, please see our website

Lighthouse Burnham

Receipts & Payments Account for period ending 31st October 2024

Income / (Costs)	2024	2023
<u>Funds Brought Forward</u>		
Brought Fwd Balance	6,853	7,574
Total Funds Brought Forward	6,853	7,574
<u>RECEIPTS</u>		
Gifts & Donations - Non Personal		
Churches		0
Business/Others	2,701	0
Grants	40	0
	850	0
Gifts & Donations - Personal		
Gift Aided Donations	2,133	0
Non Gift Aided Donations	602	51
Other		
Gift Aid Received	73	0
Fundraising	0	228
Merchandise	478	0
Events	0	0
Bank Interest	0	0
Other Income	7,000	0
Total Receipts	13,877	279
<u>PAYMENTS</u>		
Site & Facilities		
Site Hire	(1,500)	0
Marquees	(5,500)	0
AV & Staging	(6,682)	0
Toilets	(316)	0
Safety & Security	(654)	0
Storage	0	0
Site & Facilities - Other	(491)	0
Subtotal	(15,142)	0
Administration		
Insurances	(181)	0
Licences	0	0
DBS Checks	0	0
LHC Services	(160)	(1,000)
Teaching Costs	0	0
Donation Processing Fees	0	0
Card Processing Fees - Sales	(13)	0
Other Admin Costs	(99)	0
Subtotal	(453)	(1,000)
Activities		
Training	0	0
Age Groups	(112)	0
Drama	0	0
Craft	0	0
Sports	(80)	0
Mainstage	(65)	0
Fiesta	(293)	0
Subtotal	(549)	0
Miscellaneous		
Merchandise	0	0
Volunteer T-Shirts	0	0
Lanyards	0	0
Refreshments	(167)	0
Sundries	0	0
Subtotal	(167)	0
Total Payments	(16,312)	(1,000)
Excess of Receipts over Payments	(2,435)	(721)
<u>Closing Balances</u>		
Closing Balances	4,417	6,853
Funds Carried Forward	4,417	6,853



Grant Award Scheme

Introduction

Burnham Parish Council recognises the hard work of the many organisations in the community that help to improve the lives of Burnham residents. The Parish Council are committed to supporting local charities and not-for-profit groups, and allocates a sum each year to provide assistance in the form of grants.

A grant or award is any payment made by the Council to be used by an organisation for a specific purpose in the furtherance of the well-being of the local community, either generally, or for a specific purpose and which is not directly controlled or administered by the Council.

The following policy sets out how the Parish Council considers and makes grant awards, and enables the Council to make an informed assessment of grant applications, so that decisions within the limited grant budget are made in a way that is fair and transparent.

Who can apply?

You can apply if you are a charitable or non-profit-making organisation, providing services or carrying out activities or projects that directly benefit residents in Burnham. Applications from religious groups will be considered where they demonstrate a clear benefit to the wider community, irrespective of religious belief.

Applications from regional or national organisations will be considered only where they demonstrate that the funding will be used specifically to benefit residents of Burnham.

How much can you apply for?

There is no upper or lower set limit for the amount of any grant. However, in general, they will:

- Not exceed £1,000
- Not exceed the remaining sum allocated in that year's budget
- Be commensurate with the benefit provided to Burnham residents
- Not exceed 50% of the total cost of the project or activity

What can you apply for?

Grants may be made for activities and projects that meet all of the following criteria:

- Improve the range of services and activities in the parish
- Directly benefit some or all residents in Burnham
- Are in keeping with the values and objectives of the Parish Council
- Applications may be made to support one-off projects or to normal running costs

What will we not fund?

The Parish Council will not fund the following:

- Statutory organisations or where the grant would replace statutory funding
- Individuals
- Political groups
- Activities promoting religious or political beliefs
- Activities that do not complement the aims and values of the Parish Council
- Projects completed before the application can be considered
- Projects that cannot demonstrate a service to the residents of Burnham
- Organisations that have disproportionately high levels of uncommitted reserves
- Repayment of loans
- Costs for services, equipment or provisions incurred before a grant is awarded

The application process

Grant application forms can be downloaded from the Council's website – www.burnhamparish.gov.uk – or are available from the Parish Clerk at clerk@burnhamparish.gov.uk or 01628 661381

Applications are considered throughout the year on a first-come, first-served basis, and applicants should be mindful that the Council's financial year begins in April.

Applications will be considered at the first Council or Policy & Resources Committee meeting, following receipt of the application. The dates of upcoming meetings can be found on the Council's website. Successful applicants will normally receive funds within one month of the decision date.

Grant award conditions

- Grants must be spent within one year of the award
- The Council may not consider incomplete applications
- The grant can only be used for the purpose stated in the application and the Council reserves the right to reclaim any grant not being used for the specified purpose of the application. However, if a group wishes to change the purpose of the grant they must seek approval by writing to the Council, who will consider whether or not to approve the change
- Organisations are responsible for ensuring their compliance with all applicable legal and statutory requirements
- Successful applicants will be required to acknowledge the contribution made by the Council in all promotional activity relating to the application, and any websites belonging to the organisation
- Successful applicants will be required to provide the Parish Council with a report on how the funds have been used, and the outcomes of the funded activity
- Only one application per year will be accepted from any organisation
- The Council reserves the right not to pay any award in the event of it not being used for the purpose specified on the application form
- Should, for any reason, the organisation disbands or the project is not completed, the Council may ask for all or part of the monies to be paid back

Assistance in completing a grant application

In the first instance, please contact the Parish Clerk if you have any questions relating to the grant application process itself.

If you require assistance to prepare the requested supporting documents (for example: balance sheets, profit and loss statements, forward-looking cash flow forecast, or detailed project budget or statements of benefit) there is lots of free advice available from organisations such as banks.

Many businesses nowadays also run social, charity, or community outreach programmes and provide employees with free time to support local organisations. Such businesses may be able to assist by providing free advice or assistance in completing the required documentation.

Additional help may be found by searching the Internet. The Council does not support or recommend any specific site but the below locations may have useful tips to organisations wishing to apply:

- <https://www.resourcecentre.org.uk/information/writing-a-funding-application/>
- <https://www.thirdsector.co.uk/top-10-funding-application-errors/fundraising/article/1143212>

Further details

For any enquiries, including requests for assistance in applying for a grant, please contact the Parish Clerk at the details below:

The Parish Clerk
 Burnham Parish Council
 Burnham Park
 Windsor Lane
 Burnham
 SL1 7HR
 Telephone: 01628 661381
 Email: clerk@burnhamparish.gov.uk

VERSION CONTROL:

Version ID	Description of Change	Version Sponsor	Policy Owner	Version creation date	Version Approval Date	Next Review Date
2.0	Update	Cllr Adam Prince	Parish Clerk	01/07/18	16/07/18	May 2019
2.1	Minor Updates	Parish Clerk	Parish Clerk	15/06/2023	19/06/23	June 2025

Grant Application Form

1. Contact details

Name of organisation	Rotary Club of Burnham Beeches
Address of organisation	Meeting place – Burnham Park Hall Windsor Lane Burnham Slough SL1 7HR
Organisations status	Charity
Registered charity number (if applicable)	1073196
VAT number if applicable	
Name of contact applying for the grant on behalf of organisation	Gareth Hopkins
Contacts role or relationship with organisation applying for the grant	Club Secretary and Event organiser
Contact's telephone number	07850 445874
Contact's e-mail address	Gareth.hopkins@rcbb.co.uk

2. Timescale

Date of application	10-01-2025
Date funding requested by	24-05-2025
Estimated start date of activity	24-05-2025
Estimated duration of activity	1 day

3. Grant amount

Amount requested	£1,000
------------------	--------

4. Details of activity to be funded

Briefly describe the project / purpose for which you require a grant (i.e. the activity)
Family event with free entry to the central arena with entertainers, bar selling beer, wine, and soft drinks. Donkey Rides for the children, food vendors, stall holders, and car parking for visitors. In addition, Traylens will be operating their funfair in a discrete part of the park. The money will be used to contribute to the £500 Park hire and our on-site facility costs (Toilets, First Aid etc)
How will the project or activities benefit the residents of Burnham? Please include estimates of the number of Burnham residents that will receive a direct benefit from the project or activities
This annual event builds on existing community cohesion and offers opportunities for new connections between residents, groups, and organisations. It also protects the vulnerable by promoting organisations in the community supporting them. Local traders and caterers are invited to have a stall to sell produce and promote their businesses directly to the residents. On a good day we expect to have an attendance of over 4,000 people during the afternoon.
Will any assets be created after the grant has been spent? If so, who will own them, how long are any asset expected to last, and where will they be placed?
No assets will be created

5. Activities costs and financial details

Please provide a full budget breakdown for the activity, including estimated costs and revenue. This must identify different sources of funds including using existing reserves, other grants applied for, and any loans
See the Event Budget balance sheet for 2025. Also attached the invoice for the toilets - 50% deposit paid £522 invoice No. 14402a
Please provide a summary of the requesting organisation's financial position
See Appendix B
If more than 50% of the funding is being requested from Burnham Parish Council please explain why other funding sources are not available or applicable

The council will normally only provide up to 50% of any activity's costs. Please explain why an exception to this guidance is appropriate. Where participants will pay to participate this should be accounted for as an additional funding source.

Declaration of acceptance

I declare that all information provided to the Parish Council as part of the grant application is accurate and complete to the best of my knowledge.

I understand that the Council may refuse any application containing inaccurate or misleading information.

I declare that any grant made will be used solely for the purposes outlined in this application.

I understand that Burnham Parish Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified.

Name: GARETH HOPGROVS (for Burnham Booby
Rotary Club).

Signature: [Handwritten Signature]

Date: 10/1/2025

Documents to send with your application

For all grant applications, please include the latest copy of annual accounts, including details of reserves held by the organisation.

Please also include with your application any supporting documents that you feel would assist the Council in assessing the application.

The Council may refuse an application if it believes it has insufficient information to make a decision.

Please send the completed application form along with all supporting documentation to:

The Parish Clerk
Burnham Parish Council
Burnham Park
Windsor Lane
Burnham
SL1 7HR
Telephone: 01628 661381
Email: clerk@burnhamparish.gov.uk

Appendix

Example simple budget for grant applications
 The below example is for a fictitious community event or fete

	£ sub-totals	£ totals
Money in		
Funds from Grants		
From Burnham Parish Council	£150	
From other grants	£200	
From entrance fees or other sources		
Participant fee (£3 x 200 people)	£60	
From existing reserves		
	Total income	£410
Money out		
Set-up costs		
Insurance	£90	
Pitch rental	£60	
Event costs		
Materials	£100	
	Total Expenses	£250
Profit	(income minus expenses)	£160

DOUBLY DERBY 2025
Estimate

Initial version - 8-1-2025

Area	Activity	2025B	2025LE	2025R
		Budget	Latest Estimate	Rec'd
A Management	None			
B Site	None			
	Total Management			
C HSE & Insurance	None			
	Total Site	0	0	0
D Events & Support	Total HSE & Insurance	0	0	0
	Advertising/Douby sponsors (inc P =	7530	7350	0
	(£7,37K 2023)			
	(£7,53K 2024)			
	Grants - Bournemouth Council	1000	0	0
	Grondon waste - sponsorship - waste	492	0	0
	Total Events & Support	9022	7350	0
E Stalls	Travellers (£2.1K per 2023)	2100	0	0
	Stalls General and food stalls	3850	0	0
	Stalls Food	0	2100	0
	Total stalls	6050	2100	0
F Programme	Re-usable glasses with rotary loop			
	1500 x half pint			
	500 x half pint			
	Rebellion beer x 5 firkins			
	Tesco - lager / cider x 500 cans			
	Wine/ prosecco			
	Total estimate on 2025	4520	0	0
	Total Beer Tent (per Income 2023)	4520	0	0
	Advertisements - See D above	0		
	Total Programme	0	0	0
G Publicity				
	Total Publicity	0	0	0
H On the Day	Douby rides (per 2024 figures)	1153	0	0
	colwood estates raffle doubled	0	0	0
	Total On the Day	1153	0	0
All	GRAND TOTAL INCOME	20745	9450	0
	TOTAL NET PROFIT	11342	4926	-1264

Area	Activity	2025B	2025LE	2025R
		Budget	Estimate	Actual
A Management	Miscellaneous	0	0	0
B Site	Bournemouth Council Fee Park hire	500	500	0
	Temporary event (bar) licence	30	0	0
	PA and music system rental (6640 2024)	640	640	
	Toilet rental (D&P luxury toilets)	324	324	
	Bins - waste collection (Grondon)	492	492	
	Miscellaneous	100		
	Total Site	2726	2596	0
C HSE & Insurance	First Aid Face/face	564	574	0
	Insurance Premiums 2025 - toilets	139	139	139
	Security	0	0	0
	Total HSE & Insurance	703	713	139
D Events & Support	Douby rental	1000	1000	1000
	Van hire for team lead for	200		
	Purchase line marker/lean paint only	100	0	0
	Asure Theatre School	250	0	0
	Mellor performing arts school	0		
	fire aid roarian training	310		
	Charitable donation	200	0	0
	Man and Van - barn to BP to barn	160	160	125
	Total Events & Support	2130	1160	1125
E Stalls				
	Total stalls	0	0	0
F Programme	Fresher van & Van hire	0	0	0
	Dukes Valley - 220 x Plastic pint glasses	100	0	0
	Rebellion beer x 5 firkins (72 pint)	629	0	0
	Tesco - lager / cider x 500 cans	350	0	0
	Wine, Prosecco	400	0	0
	flutes	0	0	0
	Soft drinks	0	0	0
	Total Beer Tent	1479	0	0
	Printing costs (inc vat) 8k copies, 24 p	2110	0	0
	Miscellaneous			
	Total Programme	2110	0	0
G Publicity	Promotion Banners	55	55	
	Facebook promotions	100	0	
	Total Publicity	155	55	0
H On the Day	Miscellaneous	100	0	0
	Competition prizes	100	0	0
	Unsuspected expenses			
	Total On the Day	200	0	0
All	GRAND TOTAL EXPENSES	9403	4524	1264

Coldharbour Cottage
Winchbottom Lane
High Wycombe
Buckinghamshire
HP10 9QE

T: 01494 526065
E: info@luxury-toilets.co.uk
W: www.luxury-toilets.co.uk



D&P LUXURY
TOILETS

DEPOSIT INVOICE

CUSTOMER DETAILS-

Gareth Hopkins
39 Bell Lane
Eton Wick
Windsor
Berkshire
SL4 6LQ

Date: 24/09/2024

Invoice No. 14402a

Quote No Q13736

Order No 8273

Cust Ref PRIVATE

Quantity	Description	Unit £	VAT	Net £
PURCHASE ORDER :				
10	Supply Plastic Maxim Cubicle	£55.00	20%	£550.00
2	Supply Plastic Disabled Maxim Cubicle	£85.00	20%	£170.00
1	Delivery Charge	£25.00	20%	£25.00
1	Collection Charge	£25.00	20%	£25.00
1	Waste removal after event	£100.00	20%	£100.00
Event Date : Saturday 24th May 2025				
Contact No. Gareth L Hopkins 07850 445874				

N.B. CLIENT TO SUPPLY ELECTRICS UPON DELIVERY
FULL INSURANCE INCLUDING PANDEMIC COVER TO BE
RESPONSIBILITY OF HIRER THROUGHOUT HIRE PERIOD
NO FIXINGS TO BE SCREWED INTO D&P EQUIPMENT

HIRE START DATE 09:00 Saturday 24th May 2025

COLLECTION DATE 17:30 Saturday 24th May 2025

DELIVERY ADDRESS

Burnham Park
Windsor Lane
Burnham
SL1 7HR

Total Net	£870.00
VAT	£174.00
Total	<u>£1,044.00</u>
Deposit now Due	<u>£522.00</u>

PAYMENT TERMS:

On presentation of invoice

UNABLE TO ACCEPT CREDIT CARD PAYMENTS

Cheques made payable to:	D and P Luxury Toilets Limited
Bacs payment to the account below :	
Account Name:	D and P Luxury Toilets Limited
Account Number	19075826
Account sort code:	23-05-80
Please use the invoice number as the reference on all payments	

VAT Reg. No. 899 6468 30

Registered Office: 186 High Street, Winslow, Buckinghamshire MK18 3DQ

Registered in England and Wales No. 05969071

Unrestricted

Pre Audit.

Burnham Beeches Rotary Club
Year to 30 June 2024
Admin Account

Subs		5,292
BBQ		1,148
Xmas Dinner		1,580
Magic Show		758
Pres Night		0
Dist new members		80
Cenenary		193
Interest		7
Clothing		330
		<u>9,387</u>
Subs	4,348	
BBQ	1,160	
Rent	1,225	
Xmas	1,632	
Clothes	374	
Magic	653	
Centenary	193	
Webcosts	104	
Poppy	75	
Regalia	58	
Sundry	178	
Account fees	<u>60</u>	
		10,060
Loss for year		<u><u>(673)</u></u>

Pre Audit.

Rotary Club of Burnham Beeches - Trust Fund
Registered Charity 1073196

Income and Expenditure Account for the year ended 30 June 2024

Note	2023/24 £		2022/23 £	
1	Income (inc debtors)	<u>44,273</u>	Income	<u>42,810</u>
2	Expenditure (inc creditors)		Expenditure	
	Expenses	38,972	Expenses	36,577
	Garage Storage	445	Garage Storage	342
	Bank Costs	<u>93</u>	Bank Costs	<u>65</u>
		<u>39,511</u>		<u>36,985</u>
	Net Increase in the Fund	<u>4,762</u>	Net Increase in the Fund	<u>5,825</u>
	Net Assets of Fund		Net Assets of Fund	
	At 30 June 2022	24,095	At 30 June 2022	18,270
	At 30 June 2023	28,857	At 30 June 2023	24,095

Net Asset Statement at 30 June 2022

	2023/24		2022/23 £	
3	Cash Book Bank Current Account	30,828	Cash Book Bank Current A/c	25,033
	Debtors	<u>443</u>	Debtors	<u>443</u>
		<u>31,271</u>		<u>25,476</u>
4	Creditors	<u>(2,414)</u>	Creditors	<u>(1,381)</u>
	Net Assets	<u>28,857</u>	Net Assets	<u>24,095</u>

We approve these accounts on behalf of the trustees

A Campbell- Treasurer

K Greenough

Date

1/3

Income and Expenditure Account for the year ended 30 June 2024			
Note	2023/2024		2022/2023
	£		£
1	Income (inc Debtors)	Income (inc Debtors)	
	Berlin Marathon	Virtual Run	1,953
	Easy Fundraising	Easy Fundraising	121
	ATDD	ATDD	19,755
	Misc Receipt	Misc Receipt	121
	Orchard Day	Orchard Day	1,883
	Xmas Cards	Xmas Cards	280
	Dictionaries	Dictionaries	1,443
	Xmas Boxes	Beeches Board	5,000
	Children in need	Children in need	10,897
	Football	Football	163
	Burnham Fair	Burnham Fair	625
	Donations	Donations	130
	Garden Party	Farnham Common Xmas Fair	440
		Total Income	42,811
	<u>44,273</u>		
2	Expenditure (inc Creditors)	Expenditure (inc Creditors)	
	DD Expenses 2022	DD Expenses 2022	268
	ATDD	ATDD	7,103
	Carol Concert	Carol Concert	243
	Burnham Fair	Burnham Fair	250
	Orchard Day	Orchard Day	455
	Xmas Boxes	Xmas Boxes (Beeches Board)	8,904
	Dictionaries	Dictionaries	1,647
	Children in need	Children in need	3,955
	South Bucks RDA	South Bucks RDA	2,500
	Young Writer and Photographer	Young Writer and Photographer	290
	Garden Party	Ukraine	2,336
	Maidenhead Rotary Toilet project	Farnham Common School Trip	908
	Kids out	Kids out	567
	Claycotts School	Burnham Youth Centre	1,500
	Burnham Youth Centre	Foundation	1,000
	Shelter Box and Aqua Box	TVAP	1,500
	Well at Lent Rise	Round and about	250
	Alexander Divine	Alexander Divine	2,000
	Rennie Grove Hospice	End Plastic Soup	181
	Burnham Care and Share	Misc	221
	St Mary	St Mary	500
	Total Expenditure		36,577
	<u>38,972</u>		
	Garage Storage	Garage Storage	342
	Bank Account Fees	Bank Account Fees	65
	Total Expenditure	Total Expenditure	36,985
	<u>39,511</u>		

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Note Debtors and Creditors at 30 June 2024

3	Debtors	£	
	Gift Aid		443
	Fundraising		<u>0</u>
			<u>443</u>
4	Creditors		
	Additional Costs ATDD		
	Maldives		100
	Donation		0
	Due to Admin		<u>2,314</u>
			<u>2,414</u>

Balance Sheet at 30 June 2024

Debtors	443	
Bank Balance as at year end	<u>30,828</u>	
Assets	31,271	
Creditors	(2,414)	
Net assets	<u>28,857</u>	
Funds at 1 July 2022	24,095	
Excess of Donations over Income	4,762	
Funds at 30 June 2023	<u>28,857</u>	

Bank Reconciliation at 30 June 2024
 Bank Sort Code 40 52 40
 Bank Current Account No: 00023754

Bank Balance as at year end	£ 30,828	
Bank Balance as per cash book	30,828	

Debtors and Creditors at 30 June 2023

	Debtors	£	
	Gift Aid		443
	Fundraising		<u>0</u>
			<u>443</u>
	Creditors		
	Additional Costs ATDD		0
	Maldives		100
	Donations		500
	Due to Admin		<u>781</u>
			<u>1,381</u>

Balance Sheet at 30 June 2023

Debtors	443	
Bank Balance as at year end	<u>25,033</u>	
Assets	25,476	
Creditors	(1,381)	
Net assets	<u>24,095</u>	
Funds at 1 July 2022	18,270	
Excess of Donations over Income	5,825	
Funds at 30 June 2023	<u>24,095</u>	

Bank Reconciliation at 30 June 2023
 Bank Sort Code 40 52 40
 Bank Current Account No: 00023754

Bank Balance as at year end	£ 25,033	
Bank Balance as per cash book	25,033	

Clerk's Report – Full Council, 27th January

After a restful and well needed break over Christmas and new year, it has been very quickly back into the swing of things for 2025. Having completed the budget process for 2025, along with my CICLA, my focus has been more project oriented: working to advance a variety of matters including:

- Neighbourhood Plan: following up from the Reg 14 consultation and moving towards the formal submission to Bucks Council; as well as submitting a success application for a further £2,601 of further Locality Funding towards this work.
- Following up various legal matters included the BHPT/Care and Share lease change, and the possibility of Land Registry registration for the Hall.
- Public toilets: seeking to replace our cleaner, and attempting to locate the lease.
- Work to advance the Padel Court project, including commissioning a report from a commercial estate agent on reasonable lease terms and engaging in (non-binding) negotiations with the proposers over lease heads of terms.
- Implementing the agreed eco projects around a water fountain and HVO fuel, and continuing to work on the possibility of EV charging points at the Hall.
- Investigating other Eco options including solar streetlighting.
- Working with Sharon and others to tidy up various internal matters around telephones, building maintenance etc.
- Negotiations on the lease on the Pond at Lent Green Lane, which has been a cause of some frustration.
- Ongoing work on the project for CCTV in the High Street.
- Various staffing matters including tidying up contracts for zero hours staff, plans for staff cover as needed, and other ongoing matters.
- Working with Rupi on the 3rd quarter budget reports, beginning to prepare for the year end.
- Preliminary investigations around potentially changing our accounting system for 2025-26, with a preliminary report to come to P&R February 2025.
- Bus Shelters, including a request from Bucks Council to take on ownership of three further shelters.
- Defibrillators and bleed kits; confirming site permissions and applying for funding to fit Defibs around High Street as approved at Full Council.
- Early work on the Best Village Competition for 2025, along with Tim, Tom and Barry, in preparation for entering the 'Champions Trophy' this year.
- Public Consultations, and follow up from their results, including the Bucks Council decision to cut the opening hours at Burnham library.
- Further work to update council policies, specifically around training, and diversity, equity and inclusion.
- Work towards the 2025 elections, including 'become a councillor' events, and a joint hustings in partnership with the Burnham Foundation provisionally scheduled for Sunday 13th April at Burnham Park Hall.
- Continuing work with Laiba on car parking and street lighting, which are the most common subjects for the public to contact the council about, including meeting with our streetlighting contractor to discuss a schedule of work for 2025-26.

I have also upgraded my SLCC membership to 'Principal Member' (PSLCC) in line achieving CILCA. Whilst I intend to take a pause before I contemplate the next possible step of the Level 4 Community Governance Qualification, I do intend to undertake the short PIAC course in the Principle of Auditing Local Councils soon; Rupi has already done this course.

As ever I greatly appreciate the support of staff, councillors and residents with all of the above.

Adam Killeya, 22nd January