

BURNHAM PARISH COUNCIL

Minutes of the Policy & Resources Committee held on 24th September 2024 at 6:30pm in Burnham Park Hall.

Committee members present:

Cllr Alexa Collins (Chair)	Cllr John Carey	Cllr Carol Linton
Cllr Trevor Stewart	Cllr Judith Foster	Cllr Terry Gamble (reserve member)

In attendance: Cllr Graham Mummery (part of meeting)

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

Members of the public: 0

PR2425/27 Apologies for Absence

Apologies were received from Cllrs Slater, Kaur Ross (Vice Chair), Hammon and Pepler.

The Chair reported that Cllr Bagga had stood down from the committee.

PR2425/28 Declarations of Interest

No declarations were received.

PR2425/29 Public Forum

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

PR2425/30 Minutes

It was **RESOLVED** to approve the minutes of the committee meeting of 30th July 2024.

PR2425/31 Budget 2025-26

It was **RESOLVED**

- a. To reconsider next year whether to readopt the Local Government Pension Scheme for all pensionable permanent staff from 2026-27.
- b. To further investigate options for 2025-26 that increase the employer payment into the Scottish Widows Scheme or an alternative pension scheme; with a detailed proposal to be brought to the next meeting and incorporated into the budget.

It was further **RESOLVED**

- a. To limit further streetlighting work this financial year to urgent and essential works.
- b. To pay for the putting up of the Christmas Tree Lights this year from the High Street Land Securities Fund, and then to keep them in place; the use of this fund for this purpose having previously been approved by Full Council.
- c. To pay for the putting up of the Christmas Street Lights this year from the High Street Land Securities Fund, and then to take them down after the festive season, replacing them with the bunting if still available and in appropriate condition; the use of this fund for this purpose having previously been approved by Full Council.

It was **RECOMMENDED** to Full Council to approve an overspend on the 'Streetlighting maintenance and repairs' budget for this year.

The draft budget was **NOTED**. It was further **NOTED** that council policy is to top up reserves where

possible by no less than £20,000 per annum until reserves are at healthy levels. It was **RESOLVED** to instruct the Clerk to redraft the budget with a view to reducing the precept increase to 18-19.99% or less whilst maintaining current service levels, and to remove the capital projects funding top-up.

PR2425/32 Working group updates

The verbal update from the Neighbourhood plan steering group was **NOTED** and it was **RESOLVED** that, given the current stage of work, going forward this group should report solely to Full Council.

The updated list of actions from the Sustainability, ecology and climate emergency working group was **NOTED**. There were no further updates, as there are few actions for the committee at this time.

PR2425/33 Policies

It was **RECOMMENDED** to Full Council to adopt the following updated policies:

- a. Dignity at Work and Harassment Policy, to take account of the new Sexual Harassment Preventative Duty under the Worker Protection (Amendment of Equality Act 2010) Act 2023.
- b. Staff Handbook: in line with advice from Peninsula HR.
- c. Grant Award Scheme, subject to these changes:
 - i. to allocate the grants budget only against grants in cash, not grants in kind, whilst still requiring grants in kind to come through the grant process;
 - ii. to have two sections of equal funding available throughout the year, but without limiting application times to a particular window.

PR2425/34 Burnham Youth Council

The Clerk reported on responses received from schools and youth organisations. It was **RESOLVED** to defer the matter to the meeting on 11th February 2025, unless there is significant further interest. The Clerk stated that they would write to the organisations to inform them of this.

PR2425/35 CCTV

The written report on options for CCTV in the High Street, was **NOTED**, and it was **RESOLVED** to agree in principle that CCTV in High Street would be desirable and:

- a. Direct the Clerk to investigate further, in consultation with councillors who are available, and bring a full proposal within 3-6 months including funding options.
- b. Make provision within the draft budget for 2025-26, in line with the expected running costs outlined in the report.

It was further **RESOLVED** to minute thanks to the Buckinghamshire Council Officers involved for their exceptional engagement and support.

PR2425/36 Health and Safety equipment: defibrillators / bleed kits

The written and verbal reports were **NOTED**, with thanks to Cllr Mummery for his work on this issue. It was **RECOMMENDED** that full Council approve expenditure of up to a further £200 on bleed kits, and up to £600 on a defibrillator case if agreement can be reached with Tesco to utilise their device, both from the High Street Land Securities Improvement Fund.

It was **RESOLVED** to reconsider defibrillators further at the next meeting

PR2425/37 Committee Attendance

It was **RECOMMENDED** to Full Council that members of committees who do not attend three consecutive committee meetings without a dispensation from the committee will lose their place on that committee; and that Standing Orders be amended to incorporate this change.

The Clerk noted that going forward they would minute the names of councillors who were due to

attend a meeting and were absent but had not sent apologies.

PR2425/38 2025 Ordinary elections – publicity campaign

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

- a. To authorise the Clerk to hold “become a councillor” events prior to the opening of nominations for the 2025 ordinary elections.
- b. To authorise the Clerk to issue further publicity around standing, or otherwise getting involved in the elections.

It was **RECOMMENDED** to Full Council to delegate authority to the Clerk to spend up to £250 from the Elections Earmarked Fund for the above purposes.

Cllr Mummery left the meeting.

PR2425/39 Consultations

It was **NOTED** that the council has submitted responses to consultations on:

- a. Buckinghamshire Council: Public libraries transformation policy.
- b. Buckinghamshire Council: Housing allocations policy for social housing tenancies.
- c. Buckinghamshire Council: Nature recovery strategy.
- d. The Farnham’s Neighbourhood Plan.
- e. Buckinghamshire Council: Air Quality Management Areas (AQMAs)
- f. Ministry of Housing Communities and Local Government: Proposed changes to the National Planning Policy Framework.
- g. Buckinghamshire Council: Local Cycling and Walking Infrastructure Plan (LCWIP).
- h. Buckinghamshire Council: Gambling Act Policy.

It was **RESOLVED** to delegate authority to respond to these consultations on behalf of the Council to the Clerk in consultation with Cllr Carey:

- a. Buckinghamshire Fire and Rescue Service: Community Risk Management Plan (CMRP) 2025-2030.
- b. Buckinghamshire Taxi policy.

PR2425/40 Council vehicles

In accordance with the recommendation for expenditure on a replacement van, made by the Recreation and Amenities committee meeting of 10th September 2024, it was **RECOMMENDED** to Full Council to approve expenditure of up to £8,000 from the tractor fund on a replacement second hand van.

PR2425/41 Grant applications

It was **RESOLVED** to approve a grant in kind of £390 to Sing4You to cover room hire and stage hire.

The meeting closed at 2031

Date of next meeting: Tuesday 19th November (2nd budget meeting and sign-off)