



BINGHAM TOWN COUNCIL

*The Old Court House
Church Street
Bingham
Nottingham
NG13 8AL
Telephone: 01949 831445*

To: All Bingham Town Councillors

Email: info@bingham-tc.gov.uk
www.bingham-tc.gov.uk

4th May, 2016.

**STATUTORY ANNUAL MEETING OF
BINGHAM TOWN COUNCIL TO BE HELD
ON TUESDAY, 10TH MAY, 2016, AT 7.00 P.M.**

Dear Councillor,

You are hereby summoned to attend the Statutory Annual Meeting of Bingham Town Council to be held in the **Council Chamber** at the **The Old Court House**, Church Street, Bingham, on **Tuesday, 10th May, 2016**, at **7.00 p.m.**

The Agenda is set out overleaf.

Yours sincerely,

Mrs. L. Holland,
Clerk to the Council.



BINGHAM TOWN COUNCIL

STATUTORY ANNUAL MEETING OF BINGHAM TOWN COUNCIL TO BE HELD
ON TUESDAY, 10TH MAY, 2016, AT 7.00 P.M.

Prior to the commencement of the formal meeting, prayers will be said and the outgoing Mayor will give the Mayor's announcements and present a cheque to Ash Lea School.

A G E N D A

1. To elect a Town Mayor for the year 2016/2017 and the signing of the Declaration of Acceptance of Office.
2. To elect a Deputy Town Mayor for the Year 2016/2017 and the signing of the Declaration of Acceptance of Office.
3. Apologies for absence and acceptance.
4. Declarations of interest.
5. To appoint Committees of the Town Council (*list attached marked 'A'*).
6. To appoint representatives to outside bodies (*list attached marked 'B'*).
7. To approve and sign the Minutes of the Council meeting held on the 1st March, 2016, (*Folio 8207*).
8. To receive and accept reports, and resolve to approve recommendations from the following meetings, (*Minutes enclosed*):-
 - (a) Planning Committee, 8th March, 2016, *Folio 8217*.
 - (b) Community Committee, 8th March, 2016, *Folio 8220*.
 - (c) Recreational & Cemetery Committee, 22nd March, 2016, *Folio 8229*.
 - (d) Planning Committee, 5th April, 2016, *Folio 8239*.
 - (e) Environment Committee, 5th April, 2016, *Folio 8240*.
 - (f) Planning Committee, 12th April, 2016, *Folio 8249*.
 - (g) Policy & Resources Committee, 12th April, 2016, *Folio 8253*.
9. To approve Accounts 2015/2016 as follows:-
 - (a) Seek approval of Annual Governance Statement.
 - (b) Seek approval of accounts for submission to the External Auditor, along with supporting statements and Internal Audit Report.
 - (c) Seek approval that the Mayor and Town Clerk be authorised to sign the Annual Return.
10. To receive any other Councillors' reports.
11. To consider formation of Capital Programme. (Refer to attached report).
12. To consider quotations for new windows on front elevation of The Old Court House.

Continued...../



BINGHAM TOWN COUNCIL

**STATUTORY ANNUAL MEETING OF BINGHAM TOWN COUNCIL TO BE HELD
ON TUESDAY, 10TH MAY, 2016, AT 7.00 P.M.**

13. Correspondence, including:-

- 01 Letter from Police & Crime Commissioner re. lack of policing in Bingham.**
- 02 Letter from Advertiser Media Group re. no dedicated Bingham Advertiser in future.**
- 03 Letter from Natwest confirming new opening hours.**

14. Members of the public to ask questions and make observations to the Town Council.

15. Confidential Business:-

To resolve that: "In view of the confidential nature of the business about to be transacted, the Press and Public will be excluded for the remainder of the meeting."

The following item will be discussed:-

01 STAFFING MATTERS

BINGHAM TOWN COUNCIL

2016 - 2017
COMMITTEE MEMBERSHIP

TOWN MAYOR	DEPUTY TOWN MAYOR

The Mayor and Deputy Mayor are members of all Committees and Working Groups

POLICY & RESOURCES COMMITTEE
The Mayor, Deputy Mayor and four Committee Chairmen (or Vice-Chairmen in their absence)

COMMUNITY	ENVIRONMENT	RECREATIONAL & CEMETERY	PLANNING
<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>6 Members + Town Mayor and Deputy Town Mayor</i>
1.	1.	1.	1.
2.	2.	2.	2.
3.	3.	3.	3.
4.	4.	4.	4.
			5.
			6.

2016/2017APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES:

Constitution Working Group	Mayor
	Deputy Mayor
	Committee Chairs
	One Independent
	One Conservative
Community Led Plan	Councillor
	Councillor (Deputy)
Local Economic Growth Board	Membership to be determined by Policy & Resources Committee
Police Priority Settings Group	To be appointed by Community Committee
Positive Futures	To be appointed by Community Committee
Butt Field Sports Club Management Committee	Chairman of Recreational & Cemetery
(to be determined by Committee)	One other Recreational & Cemetery Member
Butt Field Working Group	Chair of Recreational & Cemetery
	Vice-Chair of Recreational & Cemetery
	Mayor
	Deputy Mayor
	Vice-Chair of Policy & Resources
Friends of Linear Park	To be determined by Committee
Community Building Working Group	Chair of Community Committee
	Vice-Chair of Community Committee
	Mayor
	Deputy Mayor
Bingham Town Twinning Association	Mayor

BINGHAM TOWN COUNCIL

COMMITTEE MEMBERS 2015 - 2016

TOWN MAYOR	DEPUTY TOWN MAYOR
Mrs. Tracey Kerry	Alan R. Harvey

The Mayor and Deputy Mayor are members of all Committees and Working Groups

POLICY & RESOURCES COMMITTEE

The Mayor, Deputy Mayor and four Committee Chairmen (or Vice-Chairmen in their absence)

COMMUNITY	ENVIRONMENT	RECREATIONAL & CEMETERY	PLANNING
<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>6 Members + Town Mayor and Deputy Town Mayor</i>
Chairman Rowan Bird	Chairman George Davidson	Chairman John Stockwood	Chairman Kevin Hayes-Heath
Alison Langford	Kevin Hayes-Heath	Francis Purdue- Horan	John Ferguson
Andrew Shelton	Elizabeth Hutchison	Stephanie Orr	Elizabeth Hutchison
Deputy Chair Clare Williams	Deputy Chair Kath Vallance	Deputy Chair John Ferguson	Deputy Chair Andrew Shelton
-----	-----	-----	Kath Vallance
-----	-----	-----	Clare Williams

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES 2015 - 2016:

Constitution Working Group	Mayor
	Deputy Mayor
	Committee Chairs
	One Independent
	One Conservative
Community Led Plan	Councillor Mrs. A. Langford
	Councillor George Davidson (Deputy)
Local Economic Growth Board	Mayor Councillor Mrs. T. Kerry Substitute Deputy Mayor Councillor A. Harvey
Police Priority Settings Group	Councillor Mrs. C. Williams substitute Councillor R. Bird
Positive Futures	Councillor R. Bird
Butt Field Sports Club Management Committee	Councillor J. Stockwood
(to be determined by Committee)	Councillor J. Ferguson
Butt Field Working Group	Councillor J. Stockwood
	Councillor J. Ferguson
	Councillor Mrs. T.Kerry
	Councillor A. Harvey
Friends of Linear Park	Councillor A. Shelton
Community Building Working Group	Councillors R. Bird, Mrs. C. Williams, Mrs. T. Kerry and A. Harvey
Bingham Town Twinning Association	Mayor, Councillor Mrs. T. Kerry

Section 1 – Annual governance statement 2015/16

We acknowledge as the members of:

Enter name of
smaller authority here:

BINGHAM TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2016, that:

	Agreed		*Yes' means that this smaller authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	✓		has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	NA
			has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.
			✓

This annual governance statement is approved by this smaller authority and recorded as minute reference:

dated [Signature Box]

Signed by:

Chair [Signature Box]

dated [Signature Box]

Signed by:

Clerk [Signature Box]

dated [Signature Box]

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Section 2 – Accounting statements 2015/16 for

Enter name of smaller authority here:

BINGHAM TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2015 £	31 March 2016 £	
1. Balances brought forward	254,785	313,195	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	234,859	241,475	Total amount of precept or (for IDBs) rates and levies received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	63,468	66,258	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	124,205	124,169	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	115,712	115,708	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	313,195	381,051	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	318,746	388,047	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets * plus long term investments and assets	* Restated 1,741,561	1,741,561	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the smaller authority as at 31 March
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

I certify that for the year ended 31 March 2016 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date

I confirm that these accounting statements were approved by this smaller authority on this date:

and recorded as minute reference:

Signed by Chair of the meeting approving these accounting statements.

Date

Annual internal audit report 2015/16 to

Enter name of smaller authority here:

BINGHAM TOWN COUNCIL

This smaller authority's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2016.

Internal audit has been carried out in accordance with this smaller authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this smaller authority.

Internal control objective	Agreed? Please choose only one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been kept properly throughout the year.	✓		
B. This smaller authority met its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This smaller authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this smaller authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		

K. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this smaller authority adequate controls existed (list any other risk areas below or on separate sheets if needed)

Name of person who carried out the internal audit

DAVID G. C. SLIGHT

Signature of person who carried out the internal audit

Date

22/04/2016

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent Internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

Bingham Town Council
BALANCE SHEET
31/03/2016

(Last) Year Ended 31 Mar 2015		(Current) Year Ended 31 Mar 2016
£	CURRENT ASSETS	£
0.00	Stocks and stores	0.00
0.00	Work in progress	0.00
2,498.35	Debtors (Net of provision for doubtful debts)	1,277.10
21.00	Payments in advance	0.00
1,498.80	VAT Recoverable	2,266.63
0.00	Temporary lendings (investments)	0.00
318,746.13	Cash in hand	388,046.62
322,764.28	TOTAL ASSETS	391,590.35
	CURRENT LIABILITIES	
9,569.49	Creditors	10,539.76
0.00	Temporary borrowing	0.00
<u>313,194.79</u>	NET ASSETS	<u>381,050.59</u>
	Represented by:	
162,482.11	General fund Balance	184,997.91
	Reserves:	
0.00	Capital	0.00
150,712.68	Earmarked	196,052.68
0.00	Adjustments	0.00
<u>313,194.79</u>		<u>381,050.59</u>

The above statement represents fairly the financial position of the council as at 31 Mar 2016

Signed _____
Responsible Financial Officer

Date _____

Bingham Town Council
Income & Expenditure Account
01/04/2015 to 31/03/2016

(Last) Year Ended 31 Mar 2015		(Current) Year Ended 31 Mar 2016
	<u>Income</u>	
6,331.00	PROMOTIONS	4,014.00
4,306.83	RECREATION	4,366.20
1,906.39	ALLOTMENTS	1,045.40
12,070.50	CEMETERY	9,892.50
19,456.67	FINANCE	16,686.82
17,076.37	OLD COURT HOUSE	17,251.45
234,859.00	PRECEPT	241,475.00
952.67	MAYOR'S CHARITY	10,012.18
1,358.12	DEPOT	2,979.10
9.11	COMMUNITY	0.00
	ENVIRONMENT	9.98
<u>£298,326.66</u>		<u>£307,732.63</u>
	<u>Expense</u>	
952.67	MAYOR'S CHARITY	10,012.18
550.00	COMMUNITY	410.00
19,527.65	PROMOTIONS	21,922.91
24,901.63	RECREATION	16,518.38
765.92	ALLOTMENTS	1,218.99
4,721.94	CEMETERY	7,848.33
4,301.65	ENVIRONMENT	5,436.18
59,045.71	DEPOT	59,009.90
88,840.91	FINANCE	93,459.00
32,938.92	OLD COURT HOUSE	23,553.96
3,370.33	RESERVES	487.00
<u>£239,917.33</u>		<u>£239,876.83</u>
	<u>General Fund</u>	
140,765.45	Balance at 01 Apr 2015	162,482.11
298,326.66	ADD Total Income	307,732.63
439,092.11		470,214.74
239,917.33	DEDUCT Total Expenditure	239,876.83
199,174.78		230,337.91
36,692.67	Transfer to/from Reserves	45,340.00
<u>£162,482.11</u>	Balance at 31 Mar 2016	<u>£184,997.91</u>

Transfers:

General Fund to Earmarked Reserve £45,340.00

Bingham Town Council
ADJUSTMENTS FOR THE YEAR ENDING 31/03/2016

<u>Outstanding bills received but NOT paid. (Creditors) - Increase Expenditure</u>		<u>Code</u>	
2015 Tree works	AT2 TREE SURGEON	Tree/Shrubbery Maint	1,225.00
CHECKING PLAY AREA	STREETWISE	Play Area/Open Space Ma	189.26
STATIONERY	VIKING	Office Expenses	41.76
STATIONERY	VIKING	Office Expenses	41.53
STATIONERY	VIKING	Office Expenses	76.97
GRASS CUTTING WYNHILL & SC	STREETWISE	Play Area/Open Space Ma	330.00
GRASS CUTTING BF	STREETWISE	Play Area/Open Space Ma	150.00
HR SERVICES	PERSONNEL & ADVICE SOLU'	Office Expenses	100.00
FUEL	ALLSTAR BUSINESS	Fuel	58.87
FUND RAISING	MAYOR'S CHARITY	MAYOR'S CHARITY	6,748.18
INSTALLATION FEE RE WALLEN	JOHN WALKER TIMBER PROC	Recreation Reserve	645.00
Legal fees	NELSON SOLICITORS	Office Expenses	500.00
various maintenance items	HANDICENTRE	Hand tools & equipment	62.42
VARIOUS MAINTENANCE ITEMS	HANDICENTRE	Hand tools & equipment	39.40
PHOTOCOPYING	REPROTEC	Office Expenses	43.37
TOWN NEWS	THE PRINT QUARTER	Town news/leaflets	148.00
			£10,399.76
<u>Outstanding payments DUE TO the Council. (Debtors) - Increase Income</u>		<u>Code</u>	
ROOM HIRE	SLCC	Room hire	30.00
GRASS CUTTING 20142015	NCC	Grass Cutting	1,247.10
			£1,277.10
<u>Received in Advance - Decrease Income</u>		<u>Code</u>	
Town Fair Stall income	various as per list	Town Fair	140.00
			£140.00

Bingham Town Council
Year End Working Document
Year ending 31/03/2016

Last Year		A	B	C	A - B + C
<u>InclExp</u>	<u>Income</u>	<u>Receipts</u>	<u>Last Years</u>	<u>This Years</u>	<u>Income</u>
			<u>Adjustments</u>		
6,331.00	PROMOTIONS	4,014.00	-140.00	-140.00	4,014.00
4,306.83	RECREATION	4,366.20	0.00	0.00	4,366.20
1,906.39	ALLOTMENTS	1,045.40	0.00	0.00	1,045.40
12,070.50	CEMETERY	11,040.00	1,147.50	0.00	9,892.50
19,456.67	FINANCE	16,686.82	0.00	0.00	16,686.82
17,076.37	OLD COURT HOUSE	17,234.20	12.75	30.00	17,251.45
234,859.00	PRECEPT	241,475.00	0.00	0.00	241,475.00
952.67	MAYOR'S CHARITY	10,012.18	0.00	0.00	10,012.18
1,358.12	DEPOT	2,979.10	1,247.10	1,247.10	2,979.10
9.11	COMMUNITY	0.00	0.00	0.00	0.00
0.00	ENVIRONMENT	9.98	0.00	0.00	9.98
		<u>308,862.88</u>	<u>2,267.35</u>	<u>1,137.10</u>	<u>307,732.63</u>

Last Year			<u>Last Years</u>	<u>This Years</u>	
<u>InclExp</u>	<u>Expense</u>	<u>Payments</u>	<u>Adjustments</u>		<u>Expense</u>
952.67	MAYOR'S CHARITY	4,216.67	952.67	6,748.18	10,012.18
550.00	COMMUNITY	560.00	150.00	0.00	410.00
19,527.65	PROMOTIONS	21,981.91	207.00	148.00	21,922.91
24,901.63	RECREATION	14,624.12	0.00	1,894.26	16,518.38
765.92	ALLOTMENTS	1,218.99	0.00	0.00	1,218.99
4,721.94	CEMETERY	7,848.33	0.00	0.00	7,848.33
4,301.65	ENVIRONMENT	5,436.18	0.00	0.00	5,436.18
59,045.71	DEPOT	59,074.54	225.33	160.69	59,009.90
88,840.91	FINANCE	95,540.01	2,884.64	803.63	93,459.00
32,938.92	OLD COURT HOUSE	23,588.96	35.00	0.00	23,553.96
3,370.33	RESERVES	4,704.85	4,862.85	645.00	487.00
		<u>238,794.56</u>	<u>9,317.49</u>	<u>10,399.76</u>	<u>239,876.83</u>

BINGHAM TOWN COUNCIL SUMMARY MARCH 2016 YEAR END FIGURES

REPORT A cont.

BAL B.FWD	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Community	0	0	0	1250	760	490	490
Promotion	5,200.00	4,014.00	-1,186.00	23,350.00	21,922.91	1,427.09	241.09
Recreation	4,287.00	4,366.20	79.20	31,052.00	32,395.38	-1,343.38	-1,264.18
Allotment	1,000.00	1,045.40	45.40	1,360.00	1,218.99	141.01	186.41
Cemetery	5000	9,892.50	4,892.50	4,350.00	7,848.33	-3,498.33	1,394.17
Environment	0.00	9.98	9.98	7,090.00	5,936.18	1,153.82	1,163.80
Depot	1350	2,979.10	1,629.10	70,500.00	64,609.90	5,890.10	7,519.20
Finance	16,590.00	16,686.82	96.82	120,100.00	115,959.00	4,141.00	4,237.82
OCH	10,400.00	17,251.45	6,851.45	26,250.00	24,553.96	1,696.04	8,547.49
TOTALS	43,827.00	56,245.45	12,418.45	285,302.00	275,204.65	10,097.35	22,515.80

Precept	241,475.00	241,475.00	0.00	0.00	0.00	0.00	0.00
Mayors Charity	0	10,012.18	0	0	10,012.18	-10,012.18	0.00

Reserves	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
bal. b/fwd							
Risk Management	8,500.00	2,500.00	0	0.00	0	0	11,000.00
OCH Capital	3,480.00	1,000.00	0	0.00	215	-215	4,265.00
Depot	23,794.49	5,600.00	0	0.00	272	-272	29,122.49
Allotment	0.00	0.00	0	0.00	0	0	0.00
Environment	1,500.00	500.00	0	0.00	0.00	0	2,000.00
General Reserve	162482.1	0.00	0	0.00	0.00	0	162,482.10
Promotion	0.00	0.00	0	0.00	0	0	0.00
Recreation	29,669.48	15,877.00	0	0.00	0.00	0	45,546.48
Cemetery	0.00	0.00	0	0.00	0.00	0	0.00
Community Capital	2,350.00	350.00	0	0.00	0	0	2,700.00
Property.Land	81,418.71	20,000.00	0	0.00	0	0	101,418.71
Capital Total	313,194.78	45,827.00	0.00	0.00	487.00	-487.00	358,534.78

GRAND TOTAL	313,194.78	112,084.63	12,418.45	285,302.00	285,703.83	-401.83	381,050.58
			summary				

INCLUDES ACCRUALS FROM 2014/2015

Mar-16

REPORT A

Net Variance column

Positive figs. = underspends

Negative figs. = overspends

Community	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
CCTV Maintenance	0.00	0.00	0.00	700.00	410.00	290.00	290.00
Notice Boards	0.00	0.00	0.00	200.00	0	200.00	200.00
Town Map	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trs. To Com. Reserve	0.00	0.00	0.00	350.00	350.00	0.00	0.00
Community	0.00	0.00	0.00	1,250.00	760.00	490.00	490.00

Promotions	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Town Fair	4,000.00	2,435.00	-1,565	7,000.00	5,565.62	1,434.38	-130.62
Christmas Fair	1,200.00	1,579.00	379	2,750.00	3,380.54	-630.54	-251.54
Christmas Lights	0.00	0.00	0	6,500.00	7,660.51	-1,160.51	-1,160.51
Other Promotions	0.00	0.00	0	1,000.00	266	734.00	734.00
Web Site	0.00	0.00	0	1,500.00	1,256	244.00	244.00
Town News/leaflets	0.00	0.00	0	2,500.00	1,786	714.00	714.00
Market Celebrations	0.00	0.00	0	0.00	0.00	0.00	0.00
WW1 Commemorations	0.00	0.00	0	0.00	0.00	0.00	0.00
Town Guide/Promotiona	0.00	0.00	0.00	2,100.00	2,008.24	91.76	91.76
Promotions	5,200.00	4,014.00	-1,186.00	23,350.00	21,922.91	1,427.09	241.09

Recreation	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Play Area/Open Spaces	0.00	0.00	0	4,500.00	5,813.38	-1,313.38	-1,313.38
Tree/Shrubbery Maint.	0.00	0.00	0	2,500.00	2,500	0.00	0.00
Rent	1,100.00	1,081.00	-19	175.00	350	-175.00	-194.00
Sports Pitch Maintenanc	3,067.00	3,067.00	0	8,000.00	7,855	145.00	145.00
Wayleaves	120.00	218.20	98.2	0.00	0.00	0.00	98.20
P3	0.00	0.00	0	0.00	0.00	0.00	0.00
Trs. To Recreation Reserve	0.00	0.00	0	15,877.00	15,877	0.00	0.00
Recreation	4,287.00	4,366.20	79.20	31,052.00	32,395.38	-1,343.38	-1,264.18

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 31st MARCH 2016
 YEAR END FIGURES

Allotments	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
17 Allotment Rents	1,000.00	1,045.40	45.4	331.50	28.50
18 Water Charges	0.00		0	490.09	9.91
19 Maintenance	0.00		0	397.40	102.60
Allotments	1,000.00	1,045.40	45.40	1,218.99	141.01
					186.41

Cemetery	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
20 Rates	0.00		0	588.00	12.00
21 Water/drainage	0.00		0	223.91	26.09
22 Grave Digging	0.00		0	1,900.00	-400.00
23 Electricity	0.00		0	73.86	426.14
24 Maintenance	0.00		0	4,858.56	-4,358.56
25 Memorials & Fees	5,000.00	9,892.50	4892.5	204	5,688.50
Cemetery	5000.00	9892.50	4892.50	7848.33	1394.17
					-3498.33

Environment	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
26 General Maintenance	0.00	9.98	9.98	209.97	430.03
27 Town Floral Displays	0.00		0	4816.21	683.79
28 Litter & Dog Bins	0.00		0	410.00	40.00
Trans to Environ. Reserve	0.00		0	500.00	0.00
Environment	0.00	9.98	9.98	5,936.18	1,163.80
					1153.82

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 31st MARCH 2016
 YEAR END FIGURES

Depot	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Equipment service etc	29	0.00	0	4,000.00	3,096.11	903.89	903.89
Depot Maintenance	30	0.00	0	400.00	400.28	-0.28	-0.28
Mobile phones	31	0.00	0	250.00	242.94	7.06	7.06
Alarm	32	0.00	0	300.00	175.40	123.60	123.60
Hand tools & equipment	33	0.00	0	100.00	101.82	-1.82	-1.82
Clothing	34	0.00	0	400.00	255.63	144.37	144.37
Wages	35	0.00	0	54,450.00	47314.5	7135.50	7,135.50
Vehicle Tax/Insurance	36	0.00	0	1,500.00	1168.31	331.69	331.69
Fuel	37	0.00	0	3,500.00	1766.15	1733.85	1,733.85
Trans to Depot Res.	38	0.00	0	5,600.00	5600	0.00	0.00
Grass Cutting	39	1,350.00	2,979.10	1629.1	4,487.76	-4487.76	-2,858.66
Depot		1,350.00	2,979.10	70,500.00	64,609.90	5890.10	7,519.20

Finance	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Salaries inc Ers cost	40	0.00	0	72,000.00	71,240.01	759.99	759.99
Audit	41	0.00	0	1,000.00	775	225.00	225.00
Office Expenses	42	0.00	0	5,000.00	5,327.91	-327.91	-327.91
Subscriptions/training	43	0.00	42	5,000.00	2,998.00	2002.00	2,044.00
Travel/mileage	44	0.00	0	400.00	207.15	192.85	192.85
Civic Expenses	45	0.00	0	2,500.00	952.60	1547.40	1,547.40
Insurance	46	0.00	0	2,000.00	1,982.51	17.49	17.49
Advertising	47	0.00	0	700.00	769.16	-69.16	-69.16
Grant Aid	48	0.00	0	5,000.00	4,038.41	961.59	961.59
Trans to Prop & Land Res	49	0.00	0	20,000.00	20,000.00	0.00	0.00
Trans to Risk Mgmt Res	50	0.00	0	2,500.00	2,500.00	0.00	0.00
Elections	51	0.00	0	4,000.00	5,168.25	-1168.25	-1,168.25
RBC Transitional Relief	85	16,090.00	16,090.00	0	0.00	0.00	0.00
Investment Inc	52	500.00	554.82	54.82	0.00	0.00	54.82
Finance		16,590.00	16,686.82	120,100.00	115,959.00	4,141.00	4,237.82

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 31st MARCH 2016
 YEAR END FIGURES

Precept	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
76	241,475.00	241,475.00	0	0.00	0.00
Old Court House		257,565.00			
53	0.00		5,600.00	5,614.75	-14.75
54	0.00		1,000.00	991.25	8.75
55	0.00		750.00	910.52	-160.52
56	0.00		6,000.00	5,760.00	240.00
57	0.00		6,000.00	4,535.44	1,464.56
58	0.00	77.47	5,500.00	5,737.93	-237.93
59	0.00		400.00	4.07	395.93
60	0.00		1,000.00	1,000.00	0.00
61	150.00		0.00	0.00	-150.00
62	8,500.00	12,230.73	3730.73	0.00	3,730.73
63	1,750.00	4,943.25	3193.25	0.00	3,193.25
Old Court House	10,400.00	17,251.45	6,851.45	24,553.96	1,696.04
Check to Precept submitted	43,827.00	56,245.45	12,418.45	275,204.65	10097.35
				241,475.00	
				120737.5	
				8,045.00	
81		10,012.18	0.00	10,012.18	-10012.18
Miscell Mayors Charity					0.00

REPORT TO: COUNCIL

DATE: 10 MAY 2016

FORMATION OF CAPITAL PROGRAM

1. Purpose of Report

- 1.1 Over the past two cycles members have been formulating a Capital wish list with the aim of moving forward with a defined capital programme.

2 Recommendations

- 2.1 **Council is requested to approve and proceed to the Next Steps detailed at paragraph 5.1 below**

3. Background

- 3.1 There have been calls in the past for the formation of a Capital Program and with the town actively looking at its own infrastructure, large scale changes within the town and its surrounding environment and a new Council with fresh eyes, as well as the demands of the Gold Standard by NALC, now is the time to start moving the Councils priorities forward on a formal footing.
- 3.2 Over the past couple of Committee cycles members have stated their wishes in terms of a capital programme and the full outline list is attached at Appendix 1. The attached list does contain some revenue items, but most of these are considered relevant for inclusion at this stage as they cover areas such as maintenance etc which are currently not covered and some are spend to save items.
- 3.3 There are basically three reasons to undertake any form of capital programme:
- (a) To seek priorities to allocate money and resources;
 - (b) To create a focus for the work of the Council and provide a vision for local residents and businesses; and
 - (c) To define the Councils governance and financial resources (including staffing).

4 Moving Forward

- 4.1 As I mentioned in my original report to committees, the challenge for the future is to drive transformation, to define Bingham as an attractive place to live and further improve the quality of life for all residents and businesses and increase their overall social and economic prospects, as well as enable them to participate fully in the life of the Town.
- 4.2 We are currently awaiting the outcome of the Community Led Plan which is due for its public launch on 6th June and there may well be additional items within the final

report that we consider worthy of including within our own programme and I have taken this into account in the outline timetable below.

4.3 It is suggested that that the full list be scrutinised by Council members at a Priority setting meeting open to all Council members with a view to establishing our priorities in relation to what we see, as the elected and legally responsible representatives of the community, the most crucial items to the Town. In this respect I would recommend 4 levels of priorities:

- Priority 1 - the absolutely essential items for the Town, (there should only be a few of these);
- Priority 2- the items we feel we would like to move forward on in the short to medium term (again a short list);
- Priority 3 - being items that we would like to see but are that less urgent; and
- Priority 4 - potential items for the future or items on which spending cannot be justified in the medium term..

It is important that the Council maintains a level of flexibility to allow it to move projects as resources and demands require.

4.4 Of course many of the priority items may not rely on any or only minimal finance from the Town Council as they are the responsibility of other statutory bodies, but such items do provide an indication of where the Council should be investing its time, advertising and lobbying resources.

4.5 In my previous report I did mention some key deliverables that the Council could use to determine an items priority rating. These included whether an item would:

- Support, promote and drive the role and continuing growth of the Town as a major economic driver in Rushcliffe and as a key focus for employment growth by aiding and strengthening its economic base;
- Support investment in transport infrastructure in and around the Town to lay the foundations for 'future proofing' the Towns transport infrastructure including; ensuring that the growth is in sustainable locations supported by local services and the public transport infrastructure;
- Continue to seek investment in the cultural offer and universal services such as parks, leisure and community facilities in the Town (recognizing what is within the Councils remit and what may need to be sought elsewhere or in partnership);
- Support proposals that stand out as enterprising, creative or industrious;
- Promote sustainable living in successful neighbourhoods; and

- Promote a Town where all our residents can meet their full potential and have ready access to the benefits and opportunities that a successful Town creates.

5 Next Steps

5.1 I would recommend the following next steps:

- A. A priority rating session be held, open to all Councillors, in mid June at which Councillors set the priorities of items within the outline Capital Programme;
- B. At the same meeting, Councillors consider matters arising from the published Community Plan, taking note of the data provided to aid their thinking on priority rating and considering capital or key revenue items from the Community Plan report which have not already been captured in the outline Capital Programme;
- C. Once priorities have been agreed, then Councillors determine how they wish to proceed to action the top priorities; and
- D. Consider whether any changes would need to be made to the councils Constitution or governance to allow a committed approach to driving each item forward.

5.2 In respect of C above, this will be different dependant upon the item, so a short action plan may be the most appropriate way forward taking into account statutory and other partners, funding possibilities and necessary capacity to oversee each project. Councillors may wish to delegate specific projects to either working groups or committees. (This is necessary as some issues may cross over the terms of reference of more than one standing committee).

Councillor Alan R Harvey
Chair, Policy and Resources Committee

CAPITAL AND ESSENTIAL REVENUE MAINTENANCE REQUIREMENTS

Identified Need	Capital £	Revenue £	Priority	Notes	Partners
Community					
Artificial Christmas Trees	6000			Gen Reserve	
Interactive Business Sign	✓			Costs to be determined	BBC
Entrance signs to Bingham	✓			Costs to be determined	
Web Site/Social Media Upgrades	✓	✓		Funding in budget	
Additional Notice Boards	✓			Part funding in Community reserve	
Extend CCTV	✓				Notts Constabulary / Neighbourhood Watch
Signage, viz/hygiene clothing, litter picking equipment for loan	✓	✓			Streetwise/NCC
Recreation					
Football Pitch Analyses	✓			Recreation Reserve	
Play Equipment/Play Areas	✓			Costs to be determined	Grant Aid
Wynill Site - Possible Scout Headquarters	✓			Assessment required	Scouts
Butt Field - Path maintenance		✓		No funding	-
Butt Field - Pitch works		✓		Costs to be determined	-
Butt Field - 3G pitches	✓			Business Case required	Sports Foundation
Butt Field - More pitches	✓			Business Case required	Sports Foundation
Amenity Area - Soundbund adjacent to old A46		✓		Assessment required	NCC
Amenity Area - Extend footpath to link up with Linear Walk	✓			Assessment required	NCC
Amenity Area - East and west of Tythby Road	✓			Assessment required	
Amenity Area - Langtry Gardens – Planting scheme		✓		Assessment required	-
Skateboard park	✓			Business Case Required	Crown Estate
Outdoor exercise equipment for teens and older people	✓			Costs to be determined	
Cogley Lane – Replacement goal posts		✓		Recreation Budget	
Cemetery and Churchyard – New cemetery required	✓			Business Case Required	Crown Estate

CAPITAL AND ESSENTIAL REVENUE MAINTENANCE REQUIREMENTS

Identified Need	Capital £	Revenue £	Priority	Notes	Partners
Maintain/repair cemetery paths and edging		✓		Costs to be determined	-
Linear Park - Maintain paths and entrance signs		✓		Costs to be determined	-
Allotments - Maintain current site and fences		✓		Costs to be determined	-
Wildlife Area	✓			Business Case Required	NCC
Town Pavilion - Toilets, maintenance schedules		✓		Costs to be determined	-
Dog Walk Area	✓			Business Case Required	-
Butt Field Sports Pavilion - Maintenance schedules		✓		Costs to be determined	-
Environment					
New access to Butt Field and other future facilities	✓			Business Case Required	RBC/Crown Estate
Accessible Crossing across railway	✓			Partnership with Network Rail	Network Rail/EM Trains
Secondary route over railway (eg Moor Lane)	✓			Partnership with Network Rail	Network Rail/EM Trains
Newgate/Union Street/Police Station Car Park set up costs and Car Park Changes Newgate/Union Street	8000			General Reserve	RBC/Notts Constabulary
Contaminated Land - Car park and New access	✓			Business Case Required	RBC/Crown Estate
Long term car park north of Railway Line	✓			Business Case Required	RBC/Network Rail/EM Trains
Planting/Flower arrangements – Bingham Entrances	✓			Costs to be determined	
Pedestrian crossing on Nottingham Road (ALDI)	✓			Costs to be determined	NCC
Policy and Resources					
Council Chamber Upgrade	✓			Costs to be determined	
IT Equip (staff) Upgrade	✓	✓		IT Reserve	
Mobile Phones Upgrade	✓	✓		IT Reserve	
Neighbourhood Plan	✓			Costs to be determined	RBC/BBC
Community Centre – New Centre North of Railway Line / Manor Hse Project / Old Police Station / Other Sites – professional assessment	✓			Business Case Required	Notts Constabulary/Manor Hse Grp/Heritage Lottery Fund/Big Lottery/RBC/Crown Estate etc
Starter Business Centre – North of Railway Line	✓			Business Case Required	BBC/RBC/Crown Estate
Ride-on Mower	✓			Costs to be determined	

CAPITAL AND ESSENTIAL REVENUE MAINTENANCE REQUIREMENTS

Identified Need	Capital £	Revenue £	Priority	Notes	Partners
Tractor	✓			Business Case Required	Current lease agents
New Van	✓			Costs to be determined	
Old Court House Maintenance Schedule		✓		Assessment Required	

Report to Full Council 10th May 2016

Quotations for replacement windows on front elevation of The Old Court House.

Background

Clerk was requested to obtain quotations for replacement pvcu windows as above.

Quotations

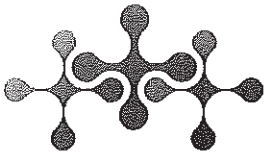
Firm	£	Total	
Firm 1	4,830		Windows have been itemised individually but discounted if agreed in full.
Firm 2	5,313		
Firm 3	Awaited		

Consideration

To consider quotations and approve a contractor.

Lynn Holland
Town Clerk

4th May 2016



Nottinghamshire

POLICE & CRIME COMMISSIONER



Mrs L Holland
Clerk to the Council
The Old Court House
Church Street
Bingham
Nottingham
NG13 8AL

Ref: 2162/16

4 April 2016

Dear Mrs Holland

Re: Lack of Policing in Bingham

Thank you for your letter dated 17 March 2016 within which you have expressed concerns regarding the level of policing in Bingham.

The allocation and deployment of Officers is an operational matter, outside my remit and entirely a matter for the Chief Constable. I do, of course, discuss these issues with him.

Like all public bodies, Nottinghamshire Police face financial challenges. Grant has been reduced by 25% or £54m over the past year.

I would nevertheless like to reassure you that Nottinghamshire Police continue to work hard to ensure Bingham has a suitable level of policing. Nottinghamshire Police have over a number of years been redesigning policing within Nottinghamshire and how they make the best use of our resources alongside the significant cuts in funding that both ourselves and other public services have faced.

The main change that residents in Bingham may have noticed is that immediate response to incidents is no longer provided from Bingham Police Station. This is now instead provided from a conurbation response hub from a building off Queens Drive in Nottingham. This response hub has brought together resources from across the City and south of Nottinghamshire who respond to incidents on a border-less basis. This has in effect significantly multiplied the resources available to both respond to incidents or carry out specific tasks within the Bingham area. Alongside this Nottinghamshire Police have formed a number of agreements with other forces (Lincolnshire, Northamptonshire and Leicestershire) to form an East Midlands Operational Policing Service which provides other more specialist response assets that again are able to be deployed on a geographically border-less basis.

continued.....

In addition Nottinghamshire Police have through a review of our neighbourhood policing teams across Nottinghamshire amended some of the numbers of police officers and police community support officers within areas, based upon an assessment of demand and what level of risk, threat or harm that demand may pose.

This review has also allowed Nottinghamshire Police to review how they operationally deploy neighbourhood officers to ensure they best support the changing communities they serve and to develop a more agile service for the future. Nottinghamshire Police have also taken the opportunity to assess how they react to the changes to criminal behaviour and advances in technology that have made this even more challenging. It is important that the police service remains fit for purpose and is able to cope with new and developing crime and disorder trends.

The area of Bingham continues to be policed from the Rushcliffe neighbourhood policing team and the District Commander for this area Inspector Craig Berry. He will continue to review on a regular basis the policing within the Bingham area and develop enhanced working relationships with other agencies to ensure that any building development on both a domestic and commercial basis is accommodated within resourcing plans.

If you thought it would be helpful, Inspector Berry and myself would, of course, be very happy to have a discussion with the Town Council.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Paddy Tipping'.

Paddy Tipping
Police and Crime Commissioner