

Minutes of a Meeting of the **Community Committee** of Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 19th January, 2016, at 7.00 p.m.**

PRESENT:

Councillor	R. Bird - Chairman
"	A. Harvey
"	Mrs. T. Kerry
"	Mrs. A. Langford
"	A. Shelton
"	Mrs. C. Williams

ALSO IN ATTENDANCE:

Councillor	J. Ferguson
"	Mrs. E. Hutchison
"	F. Purdue-Horan
"	J. Stockwood

1 Press

1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:

There were no Apologies for Absence and Acceptance received.

2.00 DECLARATIONS OF INTEREST:

There were no Declarations of Interest received.

3.00 MINUTES:

The Minutes of the meeting held on the 10th November, 2015, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

01 Matters Arising

There were no matters arising out of the Minutes held on the 10th November, 2015.

4.00 "DEMENTIA FRIENDS" – UPDATE ON TRAINING SESSION HELD PRIOR TO COMMITTEE MEETING:

Councillors felt the training session held immediately prior to this Community Committee meeting was well received and agreed Councillors should encourage others to become a 'Dementia Friend' and, possibly, undertake training to promote and run the courses. Councillors would actively promote Bingham as a Dementia Friendly place to visit.

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Minutes of a Meeting of the **Community Committee** of Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 19th January, 2016, at 7.00 p.m.** continued.....

5.00 MATTERS RELATING TO PROMOTION ISSUES:

01 Town Guide - Update

The Clerk confirmed that all the Town Guides had been delivered.

Councillors felt the Guide should be produced annually rather than every two years. The Clerk reminded Councillors that a contract had been entered into with the current provider for two editions of the Guide. Clerk to contact provider with a view to varying the contract if possible. Councillors felt that they should also approach businesses as they felt some had been missed. It was agreed to set up a working group to investigate producing another Guide for delivery early 2017.

02 Christmas Fair, Lights and Festive Window Competition - Update

(a) Christmas Fair

The Clerk confirmed there was an overspend of approximately £247.00 to date due to additional costs in relation to manpower. However, this should be offset by an under-spend in staff salaries.

(b) Christmas Lights/Trees

The Clerk confirmed an over-spend of £885.00 due to additional costs in relation to trees and manpower. However, some of this should be offset by an under-spend in staff salaries. The Clerk confirmed that two artificial trees had been purchased; a five foot one which had been on display on the front of The Old Court House during the Christmas period and the other four foot one was obtained on a sale and return basis. No decision to return the tree was made. The Clerk confirmed the contract regarding erecting the lights, etc. had now expired; therefore, it was necessary to negotiate for 2016 lights.

Following a brief discussion, it was agreed to set up a working group to discuss both the Christmas Fair and the Town Fair but noting that this year's Town Fair is to remain in the same format as previous years due to there being insufficient time to investigate possible changes. Changes suggested for the Christmas Fair included, possibly, having stalls along the centre of the Market Place rather than along the edges. There were also discussions on the ratio of charity to commercial stalls, etc.

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Minutes of a Meeting of the **Community Committee** of Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 19th January, 2016**, at **7.00 p.m.** continued

5.00 MATTERS RELATING TO PROMOTION ISSUES:

01 Christmas Fair, Lights and Festive Window Competition – Update continued.....

(c) Festive Window Competition

Winners of the Festive Window Competition were:-

(i) Retail Category

Pods & Petals	-	Winner
Zinnias	-	Highly Commended

(ii) Service Industry

Bingham Day Nursery	-	Winner
Little Hair Room	-	Highly Commended

02 Christmas Competition Linked with Newark Advertiser - Update

Twelve entries had been received, and an article appeared in the 14th January, 2016, edition of the Bingham Advertiser.

6.00 MATTERS RELATING TO POLICING ISSUES:

01 Police Priority Setting Group - Update

The Chairman confirmed that the next meeting will be held on the 21st January, 2016. Councillor Williams reported that there were still problems with motorbikes. The Clerk confirmed receipt of 'Tackling Rural Crime in Nottinghamshire' leaflet.

7.00 MATTERS RELATING TO CAPITAL PROGRAMME:

The Deputy Mayor, Councillor Harvey, presented a Capital Programme report. (Refer to attached Appendix 'A'). Following a brief discussion, it was agreed to defer this item to the next meeting with a view to all projects being determined for submission to the Policy & Resources Committee at that meeting.

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Minutes of a Meeting of the **Community Committee** of Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 19th January, 2016, at 7.00 p.m.** continued

**8.00 COMMUNICATIONS WORKING GROUP MEETING -
CONFIRMATION OF DATE:**

A meeting of the working group is to be held on the 8th March, 2016, at 6.00 p.m. prior to the Community Committee meeting. This is open to all Community Committee members, plus a representative from other Committees, noting that Councillor Purdue-Horan is the representative for the Recreational & Cemetery Committee.

**9.00 RESITING OF NOTICE BOARD ON FORMER MOOT HOUSE
SITE:**

Councillors suggested that the notice board should be resited as close to the current site as possible, i.e. the shop or junction of Bowland Road/Wychwood on the corner of Harrison Court bungalows. Clerk to make enquiries regarding land ownership, etc.

**10.00 HOUSE ADDRESSES EASILY IDENTIFIABLE FROM AN
EMERGENCY RESPONSE PERSPECTIVE:**

The Chairman reported that the emergency services sometimes struggled to identify an address if it was unusual, i.e. Station House is not anywhere near the current station. It was agreed to include an article on the website and in the Town News.

11.00 CORRESPONDENCE:

- 01 Letter from Nottinghamshire County Council regarding 'Inspire' taking over library facilities was noted.
- 02 Behaviour Solution Workshop – Six week programme commencing 25th February until 31st March, 2016, was noted and to be added to website.
- 03 Queen's 90th Birthday Celebrations. Noted.
- 04 Clean for Queen, 4th to 6th March, 2016. Noted.

As there was no further business to transact, the meeting closed at 8.10 p.m.

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CHAIRMAN.

Date.....

Minutes of a Meeting of the **Community Committee** of Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 19th January, 2016, at 7.00 p.m.** continued

REPORT TO: COMMUNITY COMMITTEE

DATE: 19 JANUARY 2015

FORMATION OF CAPITAL PROGRAM

1. Purpose of Report

- 1.1 The main aim of this report is to commence the formulation of a Capital Program for the Council, as well as to recognize potential projects designed to save money in the longer term.

2 Recommendations

- 2.1 The Committee is requested to give initial consideration to potential projects within its terms of reference that could be included within its Capital Program or Spend to Save Program.

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 service required by NALC, it would seem that there is a general willingness to move forward with a Capital Program at this time. Within the Policy and Resources Work Program I had originally scheduled commencement of this process for March, however, in view of comments and discussions at the last meeting of Policy and Resources Committee, I consider it would be better to bring this item forward a cycle.

4 The Challenge

- 4.1 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.

Important to the delivery of the aspirations of the Town will be:

- to 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;
- to 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;
- to 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);

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Minutes of a Meeting of the **Community Committee** of Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 19th January, 2016, at 7.00 p.m.** continued

REPORT TO: COMMUNITY COMMITTEE continued.....

DATE: 19 JANUARY 2015

- to support proposals that stand out as enterprising, creative or industrious;
- to promote sustainable living in successful neighbourhoods; and
- To 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.

4 The Process

- 4.1 To enable the formation of a Capital Program the Council will need to consider potential capital projects suitable for a medium term plan and in doing so:
- a) Re-evaluate its position on reserves and how they are accumulated and applied;
 - b) The process by which the Capital Program may be formulated in terms of our own rules relating to governance and our Financial Standing Orders;
 - c) Consideration of a strategic vision and objectives which the Council aims to achieve (both in its own right and jointly with other organisations);
 - d) Where grants or loans may be applied;
 - e) Prioritising proposed projects. This is particularly important due to the Councils capacity issues.
- 4.2 This report is primarily focused on the starting point, (a) above.
- 4.3 The Town Clerk and Responsible Finance Officer, together with the Chair of Policy and Resources should be responsible for ensuring that a capital program is prepared/updated for consideration by the Council. No scheme should be included in the capital program unless it has been through the Policy and Resources Committee and ratified by Full Council. Once approved by Council, the appropriate Council Committee will be responsible for taking in-year decisions on the Capital Project, subject to financial and policy issues being ratified by the Policy and Resources Committee.

5 Next Steps

- 5.1 As with all processes, the simpler the better, so I would recommend our immediate actions should be as follows:
- Consideration during the January/February committee cycle by each Standing Committee of potential projects from within its own budgets and terms of reference;

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REPORT TO: COMMUNITY COMMITTEE continued.....

DATE: 19 JANUARY 2015

- Initial consideration of the Standing Committee suggestions, as well as its own, by Policy and Resources;
- Recommendation by Policy and Resources Committee of an initial Capital Program, together with a timeline for future actions, to Full Council in March;
- Policy and Resources Committee to consider any potential Capital Projects arising from the CLP final report during the March/April cycle and make recommendations to Full Council. At the same time the Committee make suggestions for any necessary changes to Financial Standing Orders and other areas of the Constitution as appropriate; and
- Councillors hold a workshop where they consider the Capital Program and prioritise as appropriate.

Councillor Alan R Harvey
Chair of Policy and Resources Committee

COMMUNITY COMMITTEE - TERMS OF REFERENCE

- All matters appertaining to 'social' and 'community' live not covered by other committees, such as liaison with police, youth issues, public services (but not transport), Bingham market, promotion of Bingham such as publicity, tourism, publication of the town map, guides, local events, Christmas decorations, newsletter, website, etc.
- Responsible for funds held in the Community budget and recommendations to the Policy & Resources Committee on capital expenditure.
- The Committee shall have four members plus the Town Mayor and Deputy Town Mayor.
 The Chairman to be elected at the first meeting following the Annual Council Meeting.