

**PRESENT:**

Councillor A.R. Harvey (Chair)  
" R. Bird  
" J. Costello  
" G. Davidson  
" K. Hayes-Heath  
" S. Hull  
" E. Hutchison  
" T. Kerry  
" A. Langford  
" S. Orr  
" F. Purdue-Horan (7.07pm)  
" A. Shelton  
" K. Vallance

In attendance:

4 Members of the public  
1 Member of the Press  
Mrs J Guest – Rushcliffe Citizens Listening Group

Prayers, led by the Reverend Tony Jones, were said prior to the start of the meeting.

**1.00 MAYOR'S ANNOUNCEMENTS**

No announcements noted in the absence of the Mayor.

**2.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE**

Apologies for absence were received and accepted from Councillor J. Stockwood.

**3.00 DECLARATIONS OF INTEREST**

Councillor Costello declared an interest on any items relating to Toothill School.

Councillor Hutchison declared an interest in any items relating to Butt Field.

Councillor Hull declared an interest in Folio 8602, Item 18A.

Councillor Orr declared an interest in Folio 8603, Private & Confidential Item 4.

Councillor Kerry declared an interest in Folio 8603, Private & Confidential Item 5.

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#### **4.00 RUSHCLIFFE CITIZENS LISTENING GROUP PRESENTATION**

Jean Guest from the Nottingham Citizens Listening Group gave a short presentation on the Rushcliffe Citizens Listening Group, in the following terms:

*Nottingham Citizens is a diverse alliance of community organisations from faith, education, trade union and third sector backgrounds committed to working together for the common good of Nottinghamshire.*

*What is a Listening Campaign?*

*A Listening Campaign was a focused effort to build community and identify concerns and priorities in a specific neighbourhood/workplace or organization. It is accomplished through surveys and, "one-to-one" or small group meetings facilitated by leaders. The aim is to identify the issues for members of the group, strengthen the connections between participants and find and develop new leaders. Listening Campaigns often lead to the development of initiatives/campaigns/programmes that arise out of the common concerns.*

*A Listening Campaign can also help a group more clearly shape its vision and find out where it is now and where it is going in the future.*

*How are we Listening?*

*We are arranging meetings with people across the Borough of Rushcliffe asking:*

*What's putting pressure on you personally?*

*What are the pressures on your family/friends?*

*What are the pressures on your colleagues/neighbours?*

*The results of the listening campaign are fed back to the Citizens team exploring the possibility of a Rushcliffe associate chapter. This team go through and find the most occurring issues across the board to take to the Nottingham Citizens Delegates assembly. If we identify two or three issues that have a Rushcliffe specific ask we will establish core teams to research and recommend actions in response. These will then be presented at a Rushcliffe Assembly in late June 2017.*

Further information would be forwarded to councillors.

The Deputy Mayor thanked Mrs Guest for her presentation.

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## **5.00 OBSERVATIONS FROM MEMBERS OF THE PUBLIC**

Queries were raised in relation to:

A – The new meetings format.

Councillors responded that whilst a few members did not like the new system, the majority of councillors supported the changes, which provided speedier decision making and full debates on key issues. The Deputy Mayor informed members that, like all changes, if members supported the change it would be successful.

B – The Annual Town Meeting and the Civic Awards Ceremony.

The Annual Town Meeting had been combined with the Civic Awards Evening and therefore a higher turnout was expected than in previous years. The Council have planned an evening to update the community on the past year, as well as celebrating the Civic Award winners for the 2016 year.

C – Steps being taken to ensure that Charities and Community Groups are included in this year's Summer Fair.

Councillors clarified that all Charities and Community Groups were welcome to attend the Fair. The costs were to be discussed later in the agenda.

D – Reasons were requested for why Bingham had not taken part in Keep Britain Tidy Campaign in March.

The Council had approached a local Community Group of Volunteers and a tidy up event was being planned for late May, before the Town's Summer Fair, which was deemed to be more appropriate to our needs.

E – Parking at Toothill and coaches parked on Tithby Road.

The Deputy Mayor confirmed a letter had been sent to Toothill and a reply had been received from the Head of School stating that the situation would be monitored.

## **6.00 MINUTES**

The Minutes of the of the Full Council meeting held on the 14th February, 2017, Folios 8562 - 8574, having been circulated prior to the meeting, were taken as read, approved and signed by the Deputy Mayor as a true record subject to the following amendments:-

Folio 8563, Item 4 – First word should read 'An'

Folio 8566, Item 8 (a) – addition of the words 'considered it would not be cost effective' on the fourth line down after the words 'County Council'

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**7.00 MATTERS ARISING**

The Deputy Mayor urged members to attend the upcoming Neighbourhood Planning Event, to be held on Tuesday 28<sup>th</sup> March, 7.30 till 9.30pm at Bingham Methodist Centre.

**8.00 COMMITTEE MINUTES**

All Committee Minutes were presented and it was

**RESOLVED** to approve the following:

- (a) Planning Committee - 28th February, 2017, Folio 8575/8578

Members noted that the application for the former Police Station site was to be considered by Rushcliffe BC Development Control Committee at its meeting on Thursday 16th March. The application currently had 112 objections and had twice been turned down by the Town Councils Planning Committee

Councillor Shelton presented his report and it was

**RESOLVED** that the minutes of the meeting of this committee be accepted.

- (b) Personnel Committee – 28th February, 2017, Folio 8579/8584

Councillor Vallance presented her report and it was

**RESOLVED** that the Minutes of the meeting of this Committee be accepted subject to amendment of Folio 8580/8 the word employed be altered to 'recruited'

**RESOLVED**

Folio 8579/5 – Add 'To be reviewed in four years' to the Lone Worker Policy (8582/8584)

Folio 8580/6 – Staff Training

Folio 8580/8 – New Full Time Permanent Grounds Staff be recruited

Continued...../

Minutes of a meeting of **Bingham Town Council** held in the Council Chamber at The Old Court House, Church Street, Bingham, on **Tuesday, 14th March, 2017, at 7.00 p.m.**

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**8.00 COMMITTEE MINUTES continued.....**

(c) Resources Committee – 28th February, 2017, Folio 8585/8593

Councillor Hull presented her report and it was

**RESOLVED** that the Minutes of the meeting of this Committee be accepted subject to the following amendment:-

Folio 8587/12c Reworded to Cultural Arts – The Events Working Group would look to work with Inspire.

**RESOLVED** that the recommendations in the following reports be accepted and approved

Folio 8585/5 Accounts for payment, Report A

Folio 8586/6 Accounts paid, Report B

Folio 8586/7 Bankline Payments, Report C

Folio 8586/9 Subscriptions

Folio 8586/11 IT

Councillor Shelton raised a query on the passport drives for the new IT systems and in his opinion they should be active at install stage. It was noted and agreed this should be discussed with the supplier for further discussion at the next Resources meeting.

**9.00 REPORTS FROM COUNTY AND BOROUGH COUNCILLORS**

01 County Councillor Purdue-Horan

a) County Councillor Purdue-Horan informed councillors that he had received notification of a possible honour for a local education employee, Councillors would be kept informed.

b) Town Funding – The NCC Economic Development Committee had confirmed £63 million towards unlocking Market Town growth. Bingham would be contained within the list, but amounts of funds that would be available for the town it was as yet unclear to, but Nottingham County Council would be seeking to talk to Bingham Town Council about the possibilities.

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**9.00 REPORTS FROM COUNTY AND BOROUGH COUNCILLORS continued.....**

c) Chapel Lane overgrowth to widen paths - Following the receipt of responses to the Council's concerns in respect of safety at Chapel Lane, members were grateful for the support of Councillor Hayes-Heath, who had assisted in dealing with this matter. Confirmation of the proposed work to widen the footpath and remove vegetation had been received and the Deputy Mayor would contact the necessary agencies to pursue the trimming of vegetation overgrowing from neighbouring land.

**RESOLVED** that the Council send a letter of congratulations to the local resident, once the formal confirmation of the award of an honour had been received.

02 Rushcliffe Borough Councillor G. Davidson

Rushcliffe Borough Councillor G. Davidson confirmed that he had now held his first meeting in the Council Chamber at the new Rushcliffe Arena. The budget meeting held had been successful due to the budget workshops, held in advance, and the resulting budget was therefore unanimously received.

03 Rushcliffe Borough Councillor S. Hull

Rushcliffe Borough Councillor S. Hull updated members on the following:

- a) Rushcliffe Borough Council, having approved their budget on 2nd March, are increasing their contribution to the Council Tax by £4.95, based on the principle that they are looking to stay in the lower quartile of Council Tax charges.
- b) The Revenue Support Grant received from the Government, is not only ceasing, but the Government is introducing a levy on the Council in 2019/2020. They will also have to pay back to the Government, £250,000 every subsequent year.
- c) A programme of maintenance works is to be carried out at Bingham Leisure Centre to include; roof, floors, windows, air conditioning and ventilation, at a cost of £289,000.
- d) Growth Deal Funding had been secured for the Car Dyke Flood Mitigation scheme, north of the railway line, in an effort to get developers building houses, subject to the approval of the LEP. The employment land will be sold to businesses, which will produce a capital receipt, 60% of which will be allocated to Leisure facilities and 40% to the Council.

Growth Deal Funding had also been secured for an access road at RAF Newton to facilitate the delivery of 550 new homes and employment land, subject to the approval of the LEP.

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**9.00 REPORTS FROM COUNTY AND BOROUGH COUNCILLORS continued.....**

- e) The Government has introduced incentives to improve the performance in the determination of planning applications. They will be introducing a penalty if performance falls below specific thresholds. The Town Council can help by trying to limit its requests for extensions to decisions of more than a week.

Councillor Costello queried timescales for development proposals for the land at the hammerhead but no timescales were known at this stage. The Deputy Mayor confirmed he had written to Rushcliffe Borough Council, inviting them to talk to the Town Council about the land.

Councillor Davidson commented that Rushcliffe Borough Council would be making observations at the Growth Board meeting in April, they will then be looking to meet with the Town Council in May.

**04 Rushcliffe Borough Councillor Purdue-Horan**

Councillor Purdue-Horan confirmed that he had urged his colleagues at Rushcliffe Borough Council to perform a site visit at Bingham Leisure Centre, but his request had been rejected. Rushcliffe Borough Council did not want to delay moving forward with work and leisure plans. Rushcliffe Borough Council had confirmed to Councillor Purdue-Horan that they were aware of the work that was required and consultation to agree a way forward would occur next week.

**10.00 OTHER REPORTS**

No further reports were noted.

**11.00 FAIRS WORKING GROUP UPDATE AND RECOMMENDATIONS**

Councillor Langford presented her report and recommendations:

- a) Christmas Fair date be arranged for the first Friday in December
- b) Summer Fair, subject to permission, would be sited in Bingham Market Place, Co-op Car Park and Eaton Place.
- c) The road closures from the 2016 Christmas Fair, be applied to both Summer and Christmas 2017
- d) The fees for the Summer Fair Fixed Market stall for Businesses be reduced by £10 to £40.
- e) The fees for the Field Pitches of £15 for Charities/Community Groups and £25 for businesses, be used for the Eaton Place fees should the location be adopted.

**RESOLVED** that the Working Group Recommendations, as detailed above, be agreed.

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Minutes of a meeting of **Bingham Town Council** held in the Council Chamber at The Old Court House, Church Street, Bingham, on **Tuesday, 14th March, 2017**, at **7.00 p.m.**

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### **12.00 GRASS CUTTING CONTRACT AND GROUND STAFF**

The Clerk updated members on the need to outsource a clear up of the Cemetery in time for Mother's Day, including the removal of leaves, clearing of paths and grass cutting and collection. It was

**RESOLVED** that the quote of £1200 from Streetwise be accepted.

Councillor Kerry informed councillors that there was approximately £3000 left in the budget for the sports maintenance at Butt Field and with a further £8000 for the coming financial year. The pitches at Butt Field were in need of works to be brought in line with FA contractual requirements. Butt Field Sports Club would be approaching the Clerk to authorise the normal works as a herbicide treatment would need to be undertaken in March. As the pitches did not fully meet FA standards and there was limited information given on the day, it was

**RESOLVED** that the Grass Cutting Working Group be asked to examine the outstanding issues and report back to the Resources Committee for recommendations.

### **13.00 RUSHCLIFFE LOCAL PLAN CONSULTATION**

Members noted the consultation on the Local Plan update and that their individual opinions could be given online.

### **14.00 IT (COMPUTER SYSTEMS)**

Councillor Hull asked Members that any Website Designers known to them by recommendation be passed to her.

### **15.00 CALENDAR OF MEETING DATES**

It was noted the Planning meetings on December 12th 2017 and January 9th 2018 were arranged prior to a Full Council Meeting. It was

**RESOLVED** that the Calendar be adopted, subject to the Clerk re-arranging the Planning dates scheduled for December 12th 2017 and January 9th 2018.

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#### **16.00 GOVERNANCE DOCUMENTS: FINANCIAL REGULATIONS AND STANDING ORDERS**

The model standing orders were noted and were to be discussed at the next meeting of the Constitution Working Group. The revised Financial Regulations had been recommended for approval from the Resources Committee.

**RESOLVED** that subject to the following two alterations, the Financial Regulations be adopted by the Council.

- a) Page 10, 6.11 – addition of ‘of separate addresses’ after the words ‘two other councillors’
- b) Page 10, 6.13 – addition of ‘on-site’ at the end of the paragraph.

#### **17.00 ANNUAL TOWN MEETING AND CIVIC AWARDS ARRANGEMENTS**

The Clerk updated members that caterers had been confirmed for the event and catering numbers would be confirmed 10 days prior to the event. Councillor Hutchison had agreed to assist the office with photo boards and video for the event.

Standing Orders were suspended to allow a member of the public to speak.

A comment was made concerning the combining of the Civic Awards and the Town Annual Meeting.

Standing Orders were re-instated.

#### **18.00 ALLOTMENTS**

- a) Members noted that the draft Tenancy Agreement from the Allotments Association had not arrived until the day of the meeting. Members considered a model agreement from NALC, which included an item relating to livestock. With residents next to the site, this would need serious consideration.

**RESOLVED** that the Clerk draft an appropriate tenancy for consideration at the next meeting of the Resources Committee.

#### **19.00 MANAGING THE COUNCILS RESPONSIBILITIES**

- a) Plantscape – Quote for 2017

#### **RESOLVED**

- (1) that the quote of £1407.20 for flower baskets be accepted and Red flowers would be requested.

Continued...../

**19.00 MANAGING THE COUNCILS RESPONSIBILITIES cont.....**

(2) that the Clerk obtain quotes for bulbs to create colourful areas within the town and discuss suitable locations. with the Ground Staff

b) Scribe additional licence

Members noted that the main licence costs were increasing in June from £245 to £385 and an additional licence cost would mean £192.50 to cover all computers. As the cost was increasing it was

**RESOLVED** that the costs of the Scribe licence be noted and that other packages be researched for comparative costs before proceeding with the additional licence.

**20.00 PAPERLITE**

Further to initial discussions at the Resources Committee, members noted that until the new email and IT systems are in place, working towards a paperlite approach would be reconsidered once work was completed. It was

**RESOLVED** that Councillors inform the office know individually if they would still like their Council paperwork delivered, whether they were willing to collect from the office or receive copies by email.

**21.00 SCOUTS ACCOMMODATION**

Councillor Hutchison updated members that she had assisted NPAC at the Old Police Station site. In respect of the resiting of the Scouts mini bus, currently parked on the Old Police Station site. No objections were noted.

The Council confirmed its commitment to assisting with a permanent residence for the scouts when a suitable location was identified.

**22.00 TO CONSIDER ANY CORRESPONDENCE RECEIVED**

Members noted arrangements for the Italian Market on Market Place, 21<sup>st</sup> April 2017. The Clerk was asked to confirm with Rushcliffe Borough Council if the local food retailers had been notified.

Continued...../

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**23.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**PRIOR TO THE COMMENCEMENT OF THE NEXT BUSINESS, THE FOLLOWING RESOLUTION WAS PROPOSED, SECONDED AND CARRIED**

The following matters were discussed:-

- 01 PRIVATE AND CONFIDENTIAL MINUTES 109, 110 & 111**
- 02 UPDATES ON COMPLIANTS AND GRIEVANCE MATTERS**
- 03 STAFFING ISSUES**
- 04 CIVIC AWARD NOMINATIONS**
- 05 COPLAND GROVE**
- 06 WARNER'S PADDOCK**
- 07 BRIDLEWAY - UPDATE**

As there was no further business to discuss, the meeting closed at 10.00 p.m.

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CHAIRMAN.

Date: .....