

Minutes of a meeting of the **Policy & Resources Committee** of the Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 20th April, 2010**, at **7.00 p.m.**

PRESENT:

Councillor F. Purdue-Horan - Chairman
 “ G. Davidson
 “ J. Eagles
 “ F. Kerry
 “ A. Shelton
 “ Mrs. M. Stockwood

DECLARATIONS OF INTEREST:

Councillor Shelton declared an in interest in Folio 6271, Neighbourhood Watch.

APOLOGIES:

There were no apologies for absence received.

1.00 MINUTES:

The Minutes of the meeting held on the 23rd February, 2010, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

2.00 MATTERS ARISING FROM THE MINUTES (For information)

There were no Matters Arising from the Minutes for information to report.

3.00 BUDGET REPORT 'A':

The Clerk answered any queries and it was

RECOMMENDED to approve the figures provided.

4.00 ACCOUNTS FOR PAYMENT - REPORT 'B':

Accounts were presented for payment and it was agreed to

RECOMMEND approval. (Attached).

5.00 ACCOUNTS PAID - REPORT 'C':

Accounts paid since the last meeting were presented. The Clerk answered any queries and it was agreed to

RECOMMEND approval of accounts paid. (Attached).

Continued.....

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6.00 ANNUAL RETURN - INSPECTION PERIOD:

The Clerk confirmed that the inspection period will run from the 14th May, 2010, to the 11th June, 2010. The auditor can be contacted from the 28th June, 2010, until completion of the audit. A notice will be posted on the 26th April, 2010, and the date to approve accounts is 22nd June, 2010.

7.00 INSURANCE RENEWAL:

Further to the internal auditor's recommendation to increase the sum insured for office equipment and Fidelity Guarantee, a quotation had been received and it was agreed to

RECOMMEND increasing the Fidelity Guarantee to £100,000 at the annual renewal as per the e-mail from WPS dated 5th March, 2010

8.00 BINGHAM 2020 - TERMS OF REFERENCE

After a brief discussion, it was agreed to

RECOMMEND deferring discussions purely to discuss the Committee suggestions put forward in relation to Bingham 2020 to a meeting to be held after the Statutory Annual Meeting on the 4th May, 2010.

9.00 CORRESPONDENCE:-

01 Town Pavilion Site

An e-mail had been received from a resident complaining about anti-social activity on the Town Pavilion site. It was

RECOMMENDED to obtain quotations which will then be referred to the Recreational & Cemetery Committee and also to have further discussions with the Rugby Club.

Standing Orders were suspended to allow a member of the public to speak and then reinstated,

02 Wallenfels Play Area

The Clerk confirmed receipt of documentation saying solicitors were acting on behalf of Bingham Town Council in relation to Wallenfels Play Area.

Continued...../

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10.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

"In view of the confidential nature of the business about to be transacted, the Press and public be excluded from the remainder of the meeting. "

The following items were discussed:-

- 01 STAFFING MATTERS**
- 02 BUTT FIELD**
- 03 VEHICLES**
- 04 ALLOTMENT**

As there was no further business to transact, the meeting finished at 8.45 p.m.

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CHAIRMAN

Date:

INCLUDES ACCRUALS FROM 2008/9										REPORT A
Mar-10										Net Variance column
										Positive figs. = underspends
										Negative figs. = overspends
Allotments	cc	BAL B.FWD	Receipts			Payments			Net Variance	
			Budget	Actual	Variance to budget	Budget	Actual	Variance to budget		
Rent	10		0.00		0.00	400.00	375.00	25.00	25.00	
Water Charges	11		0.00		0.00	550.00	527.57	22.43	22.43	
Maintenance	12		0.00		0.00	300.00	11.50	288.50	288.50	
Tenants Rent	13		300.00	380.00	80.00	0.00		0.00	80.00	
Allotments			300.00	380.00	80.00	1,250.00	914.07	335.93	415.93	
Cemetery										
			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
Rates	20		0.00		0	250.00	431.00	-181.00	-181.00	
Water/drainage	21		0.00		0	335.00	339.04	-4.04	-4.04	
Grave Digging	22		0.00		0	2,000.00	840.00	1,160.00	1,160.00	
Electricity	23		0.00		0	320.00	278.31	41.69	41.69	
General Maintenan	24		0.00		0	500.00	1584.89	-1084.89	-1,084.89	
Fees & Memorials	25		4,350.00	4,729.50	379.50	550.00	223.30	326.70	706.20	
Cemetery			4,350.00	4,729.50	379.50	3,955.00	3,696.54	258.46	637.96	
Community										
			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
CCTV Maintenance	30		0.00		0	750.00	290	460.00	460.00	
Notice Boards	31		0.00		0	100.00		100.00	100.00	
Town Map	33		10.00	12.00	2	10.00		10.00	12.00	
Community			10.00	12.00	2.00	860.00	290.00	570.00	572.00	
Depot										
			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
Servicing & repairs	40		0.00		0	8,000.00	2,540.83	5459.17	5,459.17	
Yard Maintenance	41		0.00		0	225.00	393.65	-168.65	-168.65	
Telephones	42		0.00	7.51	7.51	350.00	267.92	82.08	89.59	
Alarm	43		0.00		0	300.00	210.68	89.32	89.32	
Tools/Hardware	44		0.00		0	75.00	81.89	-6.89	-6.89	
Clothing	45		0.00		0	420.00	114.36	305.64	305.64	
Wages	46		0.00		0	51,500.00	56,792.55	-5292.55	-5,292.55	
Vehicle Tax/Insur	47		0.00	294.50	294.5	3,000.00	2,395.07	604.93	899.43	
Fuel	48		0.00		0	3,300.00	2,476.41	823.59	823.59	
Grasscutting	49		1,350.00	1,496.52	146.52	0.00		0.00	146.52	
Depot			1,350.00	1,798.53	448.53	67,170.00	65,273.36	1896.64	2,345.17	
Environment										
			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
Town Maintenance	50		0.00	54.00	54	300.00	2,016.16	-1716.16	-1,662.16	
Beautiful Bingham	51		0.00		0	5,000.00	5,226.75	-226.75	-226.75	
Litter & Dog Bins	52		0.00		0	1,000.00	109	891.00	891.00	
Environment			0.00	54.00	54.00	6,300.00	7,351.91	-1051.91	-997.91	
Finance										
			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
Salaries/Wages	60		0.00		0	55,000.00	69,061.94	-14061.94	-14,061.94	
Audit Fees	61		0.00		0	4,000.00	2688	1312.00	1,312.00	
Office Expenses	62		0.00	103.25	103.25	5,000.00	4,984.69	15.31	118.56	
Subs/Training	63		0.00		0	2,500.00	1620.92	879.08	879.08	
Travel/Mileage	64		0.00		0	400.00	0	400.00	400.00	
Civic Expenses	65		0.00		0	2,200.00	1,074.17	1125.83	1,125.83	
Insurance	66		0.00		0	3,900.00	2151.95	1748.05	1,748.05	
Advertising	67		0.00		0	300.00		300.00	300.00	
Grant Aid	68		0.00	106.85	106.85	5,000.00	2365.63	2634.37	2,741.22	
Investment income	69		3,000.00	632.64	-2367.36	0.00		0.00	-2,367.36	
Finance			3,000.00	842.74	-2,157.26	78,300.00	83,947.30	-5647.30	-7,804.56	
Old Court House										
			Receipts			Payments			Net Variance	
			Budget	Actual	Variance to budget	Budget	Actual	Variance to budget		
Caretaker Wages	70		0.00	89.58	89.58	4,800.00	5,672.41	-872.41	-782.83	
Insurance	71		0.00		0	1,800.00	1060.01	739.99	739.99	
Water rates	72		0.00		0	775.00	672.19	102.81	102.81	
Non domestic rates	73		0.00		0	8,000.00	6,844.00	1156.00	1,156.00	
Gas/electricity	74		0.00		0	5,000.00	5,225.37	-225.37	-225.37	
Repairs/Maintenan	75		0.00	117.60	117.6	5,000.00	4,645.00	355.00	472.60	
Equipment	76		0.00		0	400.00		400.00	400.00	
Rents	77		9,000.00	8,285.91	-714.09	0.00		0.00	-714.09	
Hirings	78		2,000.00	3,798.87	1798.87	0.00	40.94	-40.94	1,757.93	
Civil Ceremonies	79		0.00	150.00	150	1,250.00	1,250.00	0.00	150.00	
Old Court House			11,000.00	12,441.96	1,441.96	27,025.00	25,409.92	1615.08	3,057.04	

Promotion		Receipts		Payments		Net Variance		
		Budget	Actual	Budget	Actual			
Bingham Festival	80	0.00	3,245.01	3245.01	3,300.00	5,616.67	-2316.67	928.34
Xmas lights	81	0.00		0	6,000.00	8674.4	-2674.40	-2,674.40
Other promotions	82	0.00		0	500.00	971.00	-471.00	-471.00
Town News/Leaflet	83	0.00		0	2,000.00	2,190.00	-190.00	-190.00
Crossword	84	0.00		0	80.00	160.00	-80.00	-80.00
Town Guide	85	0.00		0	1,000.00	1,965.72	-965.72	-965.72
Christmas Fair	86	0.00	2,024.00	2024	1,800.00	3,488.70	-1688.70	335.30
TC Web site	88	0.00		0	400.00		400.00	400.00
Promotion		0.00	5,269.01	5,269.01	15,080.00	23,066.49	-7986.49	-2,717.48
Recreation		Receipts		Payments		Net Variance		
		Budget	Actual	Budget	Actual			
Play area maintena	90	0.00		0	5,000.00	2,174.74	2825.26	2,825.26
Fees	91	0.00		0	250.00		250.00	250.00
Rent	92	0.00	500.00	500	250.00		250.00	750.00
Dog Bins	93	0.00		0	0.00		0.00	0.00
Rents	94	590.00	500.00	-90	0.00		0.00	-90.00
Wayleaves	95	120.00	180.17	60.17	0.00		0.00	60.17
P3	96	0.00	1,172.60	1172.6	0.00	1,438.85	-1438.85	-266.25
Recreation		710.00	2,352.77	1,642.77	5,500.00	3,613.59	1886.41	3,529.18
Check to Precept submitted		20,720.00	27,880.51	7,160.51	205,440.00	213,563.18	-8123.18	-962.67
					184,720.00			
Precept		Receipts		Payments		Net Variance		
		Budget	Actual	Budget	Actual			
130 Precept		184,720.00	184,720.00	0	0.00	0	0.00	0.00
Precept	12	184,720.00	184,720.00	0.00	0.00	0.00	0.00	0.00

BINGHAM TOWN COUNCIL SUMMARY MAR 2010

REPORT A cont.

	BAL B.FWD	Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Alotments		300	380	80	1250	914.07	335.93	415.93
Cemetery		4,350.00	4,729.50	379.50	3,955.00	3,696.54	258.46	637.96
Community		10.00	12.00	2.00	860.00	290.00	570.00	572.00
Depot		1,350.00	1,798.53	448.53	67,170.00	65,273.36	1,896.64	2,345.17
Environment		0	54.00	54.00	6,300.00	7,351.91	-1,051.91	-997.91
Finance		3,000.00	842.74	-2,157.26	78,300.00	83,947.30	-5,647.30	-7,804.56
Old Court House		11000	12,441.96	1,441.96	27,025.00	25,409.92	1,615.08	3,057.04
Promotion		0	5,269.01	5,269.01	15,080.00	23,066.49	-7,986.49	-2,717.48
Recreation		710.00	2,352.77	1,642.77	5,500.00	3,613.59	1,886.41	3,529.18
TOTALS		20,720.00	27,880.51	7,160.51	205,440.00	213,563.18	-8,123.18	-962.67
Precept		184,720.00	184,720.00	0.00	0.00	0.00	0.00	0
Mayors Charity		0	327.98	0	0	0.00	0.00	327.98
Reserves		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Office Eqpt		0.00	0.00	0	0.00	0	0	0.00
OCH Capital		0.00	0.00	0	0.00	0	0	0.00
Depot		0.00	6,854.00	6854	0.00	0	0	6,854.00
Allotment		0.00	0.00	0	0.00	0	0	0.00
Environment		0.00	0.00	0	0.00		0	0.00
General Reserve	64,981.77	0.00	0.00	0	0.00	12480.43	-12480.43	52,501.34
Promotion		0.00	0.00	0	0.00	0	0	0.00
Recreation		0.00	0.00	0	0.00	0.00	0	0.00
Cemetery		0.00	0.00	0	0.00	0	0	0.00
Community Capital		0.00	1,500.00	1500	0.00	1500	-1500	0.00
Property.Land		0.00	0.00	0	0.00	0	0	0.00
Capital Total	64,981.77	0.00	8,354.00	8,354.00	0.00	13,980.43	-13,980.43	59,355.34
Butt Field Project		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Pitch Works	-127,848.59	0.00	0	0	0.00	14,750.50	-14750.5	-142,599.09
Pavilion/Access	-335,747.97	0.00	168,834.47	168834.47	0.00	188,773.59	-188773.59	-355,687.09
Fees	-37,949.15	0.00	0	0	0.00	20020.52	-20020.52	-57,969.67
Land Purchase	-18,246.21	0.00	0	0	0.00	0	0	-18,246.21
Football Foundation	383,849.00	0.00	33,696.00	33696	0.00	0	0	417,545.00
Contamination Worl	-1,956.40	0.00	0	0	0.00	0	0	-1,956.40
BF Project Total	-137,899.32	0.00	202,530.47	202,530.47	0.00	223,544.61	-223,544.61	-158,913.46

REPORT 'B'

Minutes of a meeting of the **Policy & Resources Committee** of the Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 20th April, 2010**, at **7.00 p.m.** continued.....

Accounts Presented 20 April
2010

8853	First aid kits	Value Products Ltd	49.46
8854	Workwear	MG Safety Ltd	32.78
8855	Town News	H Jarrow	120.00
8856	Training course	SLCC	111.62
8857	Copier charge	Reprotec Office Solutions	7.56
8858	Printer	L Holland	39.97
8859	Grave digging	A Buckingham	120.00
Auto	Wages w3	Wages w3	926.27
			<u><u>1,407.66</u></u>

Minutes of a meeting of the **Policy & Resources Committee**
of the Bingham Town Council held in The Old Court House,
Church Street, Bingham, on **Tuesday, 20th April, 2010**,
at **7.00 p.m.** continued.....

Accounts Paid 20 April 2010

Cheq. No.			
8803	First Aid course	St Johns Ambulance	246.76
8804	Cem electrical inspection	Bingham Electrical Services	258.50
8804	Frost heater & oil tank socket	Bingham Electrical Services	193.88
8805	Civic Award buffet	The Limehaus	350.00
8806	Service charge	Platts Harris	393.61
8807	Copier charge	Reprotec Office Solutions	6.15
8808	Stihl chainsaw	JR Mowers	412.00
8808	chainsaw parts	JR Mowers	80.85
8808	Parts & oil	JR Mowers	32.00
8809	Barrier hire	GAP Group	175.31
8810	Repair/maint materials	Handicentre(Bingham)	15.36
8810	repair & maint materials	Handicentre(Bingham)	7.38
8810	repair & maint materials	Handicentre(Bingham)	9.41
8811	Play equip parts	Wicksteed Leisure	11.28
8812	unmetered supplies	Eon	246.31
8813	Removal of Christmas lights	Remco Signs	1,974.00
8814	LH AVC's	Prudential	100.00
8815	Christmas Fair Santas gifts	The Book People	50.00
DD	Monthly broadband charge	Tiscali	17.04
DD	Tractor lease payment	HFGL Ltd	569.88
DD	OCH elec bill	Eon	250.00
Auto	Wages w48	Wages w48	710.86
Auto	Wages w48	Wages w48	83.00
Auto	Wages w48	Wages w48	89.58
8816	Chainsaw chains	JR Mowers	90.32
8817	Mileage (litter picking)	B Gardner	44.80
8819	Building materials	Sercon	8.68
8820	Repair/maint materials	Handicentre(Bingham)	20.25
8820	Repair.maint materials	Handicentre(Bingham)	12.97
8821	Service charge	Platts Harris	403.26
8822	Tree surgery	Richardsons Tree Surgeons	600.00
auto	Wages w49	Wages w49	645.90
auto	Wages w49	Wages w49	83.00
auto	Wages w49	Wages w49	99.58
8818	Keyholding service	RBS Invoice Finance Ltd	39.95
Auto	Wages w50	Wages w50	695.24
Auto	Wages w50	Wages w50	83.00
Auto	Wages w50	Wages w50	79.58
8824	Grant Aid	Bingham N/Watch	100.00
8823	Grant Aid	Friends of Linear Park	190.63
8825	Copier charge	Reprotec Office Solutions	28.33
8826	Stationery order	Viking Direct	138.09
8827	Deposit on Fair ride	Rides for Hire	50.00
8828	new PC	Computerlink (Leicester) Ltd	402.95
8830	LH AVC's	Prudential	100.00
8831	Fuel account	Arval UK Ltd	134.20
8832	Dog bin liners	Arrow Packaging	128.07
8834	Van brake pads	G Conniss Motor Services	68.15
8835	Hire of Chipper	RBC	164.50
8836	Telephone charges	BT Payment Services Ltd	195.49

Continued...../

REPORT 'C' continued.....

Minutes of a meeting of the **Policy & Resources Committee**
of the Bingham Town Council held in The Old Court House,
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at **7.00 p.m.** continued.....

Accounts Paid 20 April 2010
continued.....

8836	Alarm charges	BT Payment Services Ltd	62.73
8836	Alarm charges	BT Payment Services Ltd	62.73
Auto	Wages w51/M12	Wages w51/M12	3,061.29
Auto	Wages w51	Wages w51/M12	664.86
Auto	Wages w51	Wages w51/M12	79.58
8829	Town News	H Jarrow	120.00
8833	Fire safety course	Notts Fire & Rescue	197.50
DD	Tractor lease payment	HFGL Ltd	569.88
DD	Monthly broadband charge	Tiscali	17.04
8837	Tyre repair/disposal	ATS Euromaster	65.60
8838	Superannuation M11 & M12	NCC	2,211.33
8838	Superannuation M11 & m12	NCC	182.52
8839	Petty Cash Purchases	Petty Cash	59.36
8840	Mileage (litter picking)	B Gardner	44.80
8841	Keyholding service	RBS Invoice Finance Ltd	39.95
8842	Tax/NI M11	HMRC	1,214.14
8842	Tax/NI M11	HMRC	1,013.64
8842	Tax/NI M12	HMRC	1,521.81
8842	Tax/NI M12	HMRC	1,004.62
8842	Tax/NI M12	HMRC	-0.50
8843	Cem tree work	Midland Tree Surgeons Ltd	1,327.75
	contra SJAB chq no	St Johns Ambulance	-50.00
Auto	Wages w52	Wages w52	846.18
Auto	Wages w1	Wages w1	876.32
8844	trade waste/Hill Drive allot rent	RBC	547.92
8845	Training course	SLCC	111.62
8846	Lift Insurance	Allianz	302.56
8847	Fuel account	Arval UK Ltd	159.30
8848	Grave digging	A Buckingham	120.00
8849	Baby swing seats	Wicksteed Leisure	249.88
8850	Repair/maint materials	Handicentre(Bingham)	37.31
8851	Fertiliser	S Hutton Ltd	1,198.50
8852	Council Insurance	WPS	565.19
Auto	wages w2	wages w2	884.32
			£ 30,259.83