

Minutes of a meeting of the **Policy & Resources Committee**
of the Bingham Town Council held in The Old Court
House, 12345678
Church Street, Bingham, on **Tuesday, 18th August, 2015,**
at **7.00 p.m.**

PRESENT:

- Councillor A. Harvey – Chairman
- “ R. Bird
- “ K. Hayes-Heath
- “ Mrs. T. Kerry
- “ J. Stockwood
- “ Mrs. K. Vallance (substitute for Councillor Davidson)

IN ATTENDANCE:

- Councillor Mrs. A. Langford
- “ F. Purdue-Horan
- “ A. Shelton
- Borough Councillor Mrs. S. Hull
- 6 Public
- 1 Press

1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:

Apologies for Absence and Acceptance were received from Councillor G. Davidson.

2.00 DECLARATIONS OF INTEREST:

Councillor K. Hayes-Heath declared an interest in Folio 7946, Item 10, Friends of the Manor House.

3.00 MINUTES:

The Minutes of the meeting held on the 23rd June, 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 (including Clerk’s Update)

See Appendix 'A'.

4.00 BUDGET REPORT 'A':

The Clerk answered any queries in relation to Budget Report 'A' and it was

RECOMMENDED that approval be given of budget monitoring be given up to the 31st July, 2015.

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5.00 ACCOUNTS FOR PAYMENT - REPORT 'B':

Accounts were presented for payment and it was agreed to

RECOMMEND approval.

6.00 ACCOUNTS PAID - REPORT 'C':

Accounts paid since the last meeting were presented and it was
agreed to

RECOMMEND approval.

7.00 BANKLINE PAYMENTS - REPORT 'D':

A summary of bankline payments was presented and it was
agreed to

RECOMMEND approval.

8.00 RECOMMENDATIONS FROM OTHER COMMITTEES:

01 Community Committee – Request for Additional Budget of
£2,000.00 to Purchase Pre-lit Artificial Christmas Trees

The Clerk updated members on the fact that there was a
minimum order of fifty trees at £95.00 each, i.e. £4,750 and
a picture of the trees sourced was presented. Following a
discussion it was agreed not to purchase artificial trees.

02 Community Committee – Rushcliffe Borough Council
Housing Delivery Plan Consultation – Closing Date 14th
September, 2015.

It was agreed that Councillors should respond on an
individual basis.

Continued...../

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9.00 GRANT AID - REPORT 'E':

It was agreed to

RECOMMEND approval of the following:-

01 Butt Field – Donation Towards Fireworks

It was agreed to await further information before making a
decision

02 Royal British Legion – Request re. Additions to War
Memorial £444.40

**10.00 REQUEST FOR FUNDING FROM FRIENDS OF THE
MANOR HOUSE**

(REPORT 'F':

Standing Orders were suspended to allow Mr. G. Ashton to speak. (Refer to
attached Report 'F' which is self-explanatory).

Mr. Ashton requested the support of Bingham Town Council for
the non-Heritage Lottery Fund element of the project and also
suggested that the Council could have two representatives on the
Committee. Mr. Ashton responded to queries from Councillors.

Standing Orders were reinstated.

Councillor Harvey confirmed this matter would be deferred to Full
Council for a formal decision and enquiries to be made with
Rushcliffe Borough Council to confirm if it would support the
release of such funding from the Community Chest. Possibly also
refer to the Community Building Working Group to discuss in
detail with Friends of the Manor House.

**11.00 CONFIRMATION OF PENSION PROVIDER IN RELATION TO
AUTO-ENROLMENT:**

It was agreed to

RECOMMEND approval of the Nottinghamshire County Council
as the pension provider in line with the current pension scheme
arrangements.

Continued.....

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12.00 **THE OLD COURT HOUSE - NEW ELECTRICAL FUSE BOARD REQUIRED TO CONFORM WITH CURRENT STANDARDS AT APPROXIMATELY £700.00:**

The Clerk confirmed that, following a five year electrical inspection, a new distribution board had been required which would enable further upgrades as necessary.

13.00 **NEW LOCAL COUNCIL AWARD SCHEME:**

Consideration was given to details of this scheme, registration and confirmation of a seminar in July and it was

RECOMMENDED applying for Gold Quality Level Award.

14.00 **ADOPTION OF INFORMATION SECURITY POLICY (ATTACHED REPORT 'G'):**

It was

RECOMMENDED that this policy be adopted.

15.00 **ADOPTION OF PUBLICATION SCHEME (ATTACHED REPORT 'H'):**

It was

RECOMMENDED that this policy be adopted.

16.00 **OUTLINE PROGRAMME FOR 2015/16 (ATTACHED REPORT 'I'):**

It was

RECOMMENDED outline programme be adopted subject to including an annual maintenance programme for The Old Court House.

16a. **MEMBER DEVELOPMENT AND TRAINING PROGRAMME:**

The Chairman confirmed that new members had requested additional training and this was being investigated with Rushcliffe Borough Council.

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16b. MEMBERS' ALLOWANCES (ATTACHED REPORT 'J'):

As per Councillor Harvey's report, it was

RECOMMENDED to approve the Travel & Subsistence Allowance Policy.

17.00 CORRESPONDENCE:

01 Bingham Labour Party Branch

A letter was received regarding reports missing from the Minutes. The Clerk confirmed that it was felt that the wording "**Chairman presented his report**" was confusing members of the public and, therefore, this was being amended to read "**Chairman presented the Minutes**"

18.00 CONFIDENTIAL BUSINESS - PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960

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

"In view of the confidential natures 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 METHODIST CHURCH GRANT AID REQUEST**
- 02 STAFFING MATTERS**

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CHAIRMAN

Date: