

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, 10th December, 2013**, at **7.00 p.m.**

PRESENT:

Councillor G. Davidson – Chairman
 " J. Eagles
 " A. Harvey
 " S.Hull
 " Mrs. T. Kerry
 " J. Stockwood

Also in attendance:

" " " Councillor T. Fox
 " " " A. Ashmore
 " " " 1 members of the public

1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:

There were no apologies for Absence.

2.00 DECLARATIONS OF INTEREST:

Councillor Eagles declared an interest in Folio 7173, Item 15– Update on B.R.E.A.D application and Councillor Harvey declared an interest in Folio 7171 Item 10.02, re Grant Aid Bingham Business Club Survey.

3.00 MINUTES:

The Minutes of the meeting held on the 22nd October, 2013, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

01 Matters Arising

Refer to Action Points, Appendix 'A', attached.

4.00 BUDGET REPORT 'A' UP TO 30th November 2013

It was agreed to

RECOMMEND approval of budget monitoring up to the 30th November 2013.

5.00 ACCOUNTS FOR PAYMENT - REPORT 'B':

Accounts were presented for payment and it was agreed to

RECOMMEND approval.

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, 10th December, 2013**, at **7.00 p.m.** continued.....

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 POLICY & RESOURCES BUDGETS FOR 2014/2015, - APPENDIX 'E'

Budgets for Depot, Finance & The Old Court House were agreed. **RECOMMEND** approval of budgets as attached Appendix 'E'

9.00 BUDGET 2014/2015 - TO CONFIRM ALL REVENUE/CAPITAL BUDGETS FOR 2014/2015, INCLUDING PRECEPT/RESERVES ETC.

It was

RECOMMENDED that all the budgets in the Appendix be approved as a provisional budget subject to confirmation from Rushcliffe Borough Council of the Council Tax Base and future transitional grant arrangements. The Precept to be set at a future Full Council meeting following receipt of the information from Rushcliffe Borough Council.

10.00 GRANT AID:

01 Friends of Linear Park

It was agreed to

RECOMMEND approval of a donation of £196.76.

02 Bingham Business Club "Survey"

It was agreed to

RECOMMEND approval of a donation of £163.20 (note 2 abstentions).

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, 10th December, 2013**, at **7.00 p.m.** continued.....

10.00 **GRANT AID continued:**

03 St. Mary & All Saints Church

It was agreed to request additional information with a view to making a formal decision at January 2014 Full Council meeting.

11.00 **SUBSCRIPTIONS**

It was

RECOMMENDED to approve the following subscriptions:

| | | |
|----|---------------------------------|--------|
| 01 | Society of Local Council Clerks | 231.00 |
| 02 | C.P.R.E. | 29.00 |
| 03 | Local Council Advisory Services | 336.00 |
| 04 | Local Council's Update | 75.00 |

12.00 **2014/2015 Calendar**

It was

RECOMMENDED to approve the 2014/2015 Calendar of Meetings attached.

13.00 **REFERRALS FROM FULL COUNCIL**

01 Mayor's Chain of Office – Clerk confirmed that the majority of the recent remedial work on the Chain of Office will be funded from the Civic Expenses budget ie. Additional links, velvet backing etc. The overall cost was less than £2,000 excluding vat therefore 3 quotes were not necessary

02 Constitution Sections 11 "Resolutions Moved On Notice" and 33 "Canvassing of and Recommendations by Members".

It was

RECOMMENDED to leave section 11 unchanged, however, section 33.1 & 33.2 to be amended to read "paid appointment".

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, 10th December, 2013**, at 7.00 p.m. continued.....

14.00 **N.C.C. BUDGET CONSULTATIONS – PROVISION OF CHILDRENS’ SERVICES, YOUTH SERVICES IN BINGHAM AND CLOSURE OF LANGAR TIP.**

Chairman welcomed NCC Youth Service Officer to the meeting to discuss possible loss of Youth Services in Bingham. NCC Officer confirmed that in the event the Youth Club was closed there would be a link to provision for Young People via Rushcliffe’s Positive Futures programme. Following a lengthy discussion it was agreed to fight for maintaining the provision of Youth Services in Bingham. Clerk to arrange a meeting with County Councillor Martin Suthers with a view to possibility of Bingham Town Councillors accompanying young people when they presented their petition at County Hall.

Concern was also expressed over the provision of Children’s Services and the possible closure of Langar Tip.

Councillors would formulate a formal response to the Budget Consultation at the Full Council meeting in January 2014.

15.00 **B.R.E.A.D. GRANT APPLICATION - UPDATE:**

Nothing to report.

16.00 **UPDATE ON COMMUNITY LED PLANNING**

Following on from a presentation by RCAN it was

Recommended

- (a) A formal resolution to be adopted in January 2014, and
- (b) It was recognised that a Community Led Plan would lead towards a formal Neighbourhood Plan.

17.00 **CORRESPONDENCE**

Nothing to report.

As there was no further business to transact, the meeting finished at 8.25 p.m.

.....
CHAIRMAN

Date:

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, 10th December, 2013**, at **7.00 p.m.** continued.....

ACTION POINTS:

| AGENDA ITEM | DETAILS | ACTION TO BE TAKEN |
|--------------------|--|---|
| Folio 6578 9.03 | Review of Booking Policy | Agenda item for future meeting. |
| | Annual Inspection of sports facilities. | 2013 Butt Field and Town Pavilion inspections completed. |
| | Tenants' rent review | Agenda item for future meeting. |
| | Town Pavilion | Review of lease and rent review. |
| 6774 | Risk Management Review | On-going. |
| 6775 | Constitution and Committee Structure Review. | On-going. |
| | Membership of C.B.W.G. | Outstanding. Refer to next meeting of Policy & Resources Committee. |

| | BAL B.FWD | | | Receipts | | | Payments | | | Net Variance |
|---------------|------------------|------------------|--------------------|-------------------|-------------------|--------------------|----------|--------|--------------------|-------------------|
| | Budget | Actual | Variance to budget | Budget | Actual | Variance to budget | Budget | Actual | Variance to budget | |
| Community | | 15 | 1950 | 1265 | 2310 | -1045 | | | | 890 |
| Promotion | 5,000.00 | 5,539.85 | 539.85 | 23,000.00 | 10,499.61 | 12,500.39 | | | | 13,040.24 |
| Recreation | 4,187.00 | 4,279.60 | 92.60 | 25,175.00 | 12,547.22 | 12,627.78 | | | | 12,720.38 |
| Allotment | 1,000.00 | 1,136.00 | 136.00 | 1,375.00 | 629.56 | 745.44 | | | | 881.44 |
| Cemetery | 5000 | 4,500.00 | -500.00 | 4,280.00 | 2,246.24 | 2,033.76 | | | | 1,533.76 |
| Environment | 0.00 | 0.00 | 0.00 | 7,090.00 | 4,494.20 | 2,595.80 | | | | 2,595.80 |
| Depot | 1350 | 0.00 | -1,350.00 | 70,500.00 | 35,770.60 | 34,729.40 | | | | 33,379.40 |
| Finance | 23,068.00 | 24,702.71 | 1,634.71 | 122,100.00 | 62,349.64 | 59,750.36 | | | | 61,385.07 |
| OCH | 10,400.00 | 9,558.75 | -841.25 | 25,850.00 | 16,350.12 | 9,499.88 | | | | 8,658.63 |
| TOTALS | 50,020.00 | 51,666.91 | 1,646.91 | 280,635.00 | 147,197.19 | 133,437.81 | | | | 135,084.72 |

| | | | | | | | | | | |
|----------------|------------|------------|------|------|--------|---------|--|--|--|----------|
| Precept | 230,615.00 | 230,615.00 | 0.00 | 0.00 | 0.00 | 0.00 | | | | 0.00 |
| Mayors Charity | 0 | 1,721.07 | 0 | 0 | 575.00 | -575.00 | | | | 1,146.07 |

| | Receipts | | | Payments | | | Net Variance |
|----------------------|-------------------|-------------|--------------------|-------------|----------------|--------------------|-------------------|
| | Budget | Actual | Variance to budget | Budget | Actual | Variance to budget | |
| Risk Management | 3,500.00 | 0.00 | -2500 | 0.00 | 0 | 0 | 3,500.00 |
| OCH Capital | 3,300.00 | 0.00 | -2000 | 0.00 | 0 | 0 | 3,300.00 |
| Depot | 16,892.82 | 0.00 | -6000 | 0.00 | 0 | 0 | 16,892.82 |
| Allotment | 0.00 | 0.00 | 0 | 0.00 | 0 | 0 | 0.00 |
| Environment | 500.00 | 0.00 | -500 | 0.00 | 0.00 | 0 | 500.00 |
| General Reserve | 114718.99 | 0.00 | 0 | 0.00 | 2592.00 | -2592 | 112,126.99 |
| Promotion | 0.00 | 0.00 | 0 | 0.00 | 0 | 0 | 0.00 |
| Recreation | 11,288.48 | 0.00 | -6000 | 0.00 | -645.00 | 645 | 11,933.48 |
| Cemetery | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| Community Capital | 1,500.00 | 0.00 | -500 | 0.00 | 0 | 0 | 1,500.00 |
| Property Land | 36,333.71 | 0.00 | -23000 | 0.00 | -2,085.00 | 2085 | 38,418.71 |
| Capital Total | 188,034.00 | 0.00 | -40,500.00 | 0.00 | -138.00 | 138.00 | 188,172.00 |

| | | | | | | | |
|--------------------|-------------------|------------------|------------------|-------------------|-------------------|-------------------|-------------------|
| GRAND TOTAL | 188,034.00 | 90,520.00 | 53,387.98 | 280,635.00 | 147,634.19 | 133,000.81 | 324,402.79 |
|--------------------|-------------------|------------------|------------------|-------------------|-------------------|-------------------|-------------------|

summary

REPORT A

Net Variance column

INCLUDES ACCRUALS FROM 2012/2013

Nov-13

Positive figs. = underspends
Negative figs. = overspends

| Community | Receipts | | | Payments | | | Net Variance |
|-----------------------------|--------------|-----------------|--------------------|-----------------|-----------------|--------------------|---------------|
| | Budget | Actual | Variance to budget | Budget | Actual | Variance to budget | |
| 1 | 0.00 | 1,950.00 | 1,950.00 | 700.00 | 2,310.00 | -1610.00 | 340.00 |
| 2 | 0.00 | 0.00 | 0.00 | 50.00 | 50.00 | 50.00 | 50.00 |
| 3 | 15.00 | -15.00 | -15.00 | 15.00 | 15.00 | 15.00 | 0.00 |
| 4 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 500.00 |
| Trs. To Com. Reserve | | | | | | | |
| Community | 15.00 | 1,950.00 | 1,935.00 | 1,265.00 | 2,310.00 | -1045.00 | 890.00 |

| Promotions | Receipts | | Payments | | Net Variance |
|------------------------------|-----------------|-----------------|---------------|------------------|------------------|
| | Budget | Actual | Budget | Actual | |
| 5 | 4,000.00 | 3,753.85 | -246.15 | 5,905.52 | 1094.48 |
| 6 | 1,000.00 | 1,760.00 | 760 | 425.09 | 2074.91 |
| 7 | 0.00 | 0.00 | 0 | 625.00 | 5875.00 |
| 8 | 0.00 | 26.00 | 26 | 28 | 1972.00 |
| 9 | 0.00 | 0.00 | 0 | 2035 | -535.00 |
| 10 | 0.00 | 0.00 | 0 | 1431 | 569.00 |
| 11 | 0.00 | 0.00 | 0.00 | 50.00 | 1450.00 |
| Town News/leaflets | | | | | |
| Town Guide/Promotions | | | | | |
| Promotions | 5,000.00 | 5,539.85 | 539.85 | 10,499.61 | 12500.39 |
| | | | | | 13,040.24 |

| Recreation | Receipts | | Payments | | Net Variance |
|-----------------------------------|-----------------|-----------------|--------------|------------------|------------------|
| | Budget | Actual | Budget | Actual | |
| 12 | 0.00 | 0.00 | 0 | 3346.06 | 1153.94 |
| 84 | 0.00 | 0.00 | 2,500.00 | 450 | 2050.00 |
| 14 | 1,000.00 | 500.00 | -500 | 6.16 | 168.84 |
| 15 | 3,067.00 | 3,580.50 | 513.5 | 8745 | 3255.00 |
| 16 | 120.00 | 199.10 | 79.1 | 0.00 | 0.00 |
| 77 | 0.00 | 0.00 | 0 | 0.00 | 0.00 |
| Trs. To Recreation Reserve | | | | | |
| Recreation | 4,187.00 | 4,279.60 | 92.60 | 12,547.22 | 12627.78 |
| | | | | | 12,720.38 |

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 30TH NOVEMBER 2013

| Allotments | Receipts | | Payments | | Net Variance |
|--------------------|-----------------|-----------------|---------------|---------------|---------------|
| | Budget | Actual | Budget | Actual | |
| 17 Allotment Rents | 1,000.00 | 1,136.00 | 136 | 380.00 | -5.00 |
| 18 Water Charges | 0.00 | 0 | 0 | 249.56 | 250.44 |
| 19 Maintenance | 0.00 | 0 | 0 | 500.00 | 500.00 |
| Allotments | 1,000.00 | 1,136.00 | 136.00 | 629.56 | 745.44 |
| | | | | | 881.44 |

| Cemetery | Receipts | | Payments | | Net Variance |
|---------------------|-----------------|-----------------|----------------|-----------------|-----------------|
| | Budget | Actual | Budget | Actual | |
| 20 Rates | 0.00 | 0 | 530.00 | 451.95 | 78.05 |
| 21 Water/drainage | 0.00 | 0 | 250.00 | 108.79 | 141.21 |
| 22 Grave Digging | 0.00 | 0 | 1,500.00 | 910.00 | 590.00 |
| 23 Electricity | 0.00 | 0 | 500.00 | 134.52 | 365.48 |
| 24 Maintenance | 0.00 | 0.00 | 500.00 | 597.38 | -97.38 |
| 25 Memorials & Fees | 5,000.00 | 4,500.00 | 1,000.00 | 43.6 | 956.40 |
| Cemetery | 5,000.00 | 4,500.00 | -500.00 | 2,246.24 | 2,033.76 |
| | | | | | 1,533.76 |

| Environment | Receipts | | Payments | | Net Variance |
|---------------------------|-------------|-------------|-------------|-----------------|-----------------|
| | Budget | Actual | Budget | Actual | |
| 26 General Maintenance | 0.00 | 0 | 640.00 | 640.00 | 640.00 |
| 27 Town Floral Displays | 0.00 | 0 | 5,500.00 | 4,299.2 | 1,200.80 |
| 28 Litter & Dog Bins | 0.00 | 0 | 450.00 | 195.00 | 255.00 |
| Trans to Environ. Reserve | 0.00 | 0 | 500.00 | 500.00 | 500.00 |
| Environment | 0.00 | 0.00 | 0.00 | 4,494.20 | 2,595.80 |
| | | | | | 2,595.80 |

BINGHAM TOWN COUNCIL
BUDGET MONITORING
30TH NOVEMBER 2013

| Depot | Receipts | | | Payments | | | Net Variance |
|--------------|-----------------|-------------|--------------------|------------------|------------------|--------------------|------------------|
| | Budget | Actual | Variance to budget | Budget | Actual | Variance to budget | |
| 29 | 0.00 | 0.00 | 0 | 4,000.00 | 2,638.85 | 1361.15 | 1,361.15 |
| 30 | 0.00 | 0 | 0 | 250.00 | 432.37 | -182.37 | -182.37 |
| 31 | 0.00 | 0 | 0 | 200.00 | 130.00 | 70.00 | 70.00 |
| 32 | 0.00 | 0 | 0 | 300.00 | 51.00 | 249.00 | 249.00 |
| 33 | 0.00 | 0 | 0 | 100.00 | 192.20 | -92.20 | -92.20 |
| 34 | 0.00 | 0 | 0 | 400.00 | 194.29 | 205.71 | 205.71 |
| 35 | 0.00 | 0 | 0 | 54,450.00 | 28430.26 | 26019.74 | 26,019.74 |
| 36 | 0.00 | 0 | 0 | 1,500.00 | 1,141.38 | 358.62 | 358.62 |
| 37 | 0.00 | 0 | 0 | 3,300.00 | 2560.25 | 739.75 | 739.75 |
| 38 | 0.00 | 0 | 0 | 6,000.00 | 0 | 6000.00 | 6,000.00 |
| 39 | 1,350.00 | | -1350 | 0.00 | 0.00 | 0.00 | -1,350.00 |
| Depot | 1,350.00 | 0.00 | -1,350.00 | 70,500.00 | 35,770.60 | 34729.40 | 33,379.40 |

| Finance | Receipts | | | Payments | | | Net Variance |
|----------------|------------------|------------------|--------------------|-------------------|------------------|--------------------|------------------|
| | Budget | Actual | Variance to budget | Budget | Actual | Variance to budget | |
| 40 | 0.00 | 0 | 0 | 73,000.00 | 48,608.13 | 24391.87 | 24,391.87 |
| 41 | 0.00 | 0 | 0 | 2,000.00 | 960 | 1040.00 | 1,040.00 |
| 42 | 0.00 | 41.25 | 41.25 | 5,500.00 | 4,130.04 | 1369.96 | 1,411.21 |
| 43 | 0.00 | 0 | 0 | 5,000.00 | 2,699.57 | 2300.43 | 2,300.43 |
| 44 | 0.00 | 0 | 0 | 400.00 | 7.00 | 393.00 | 393.00 |
| 45 | 0.00 | 0 | 0 | 2,500.00 | 1,940.51 | 559.49 | 559.49 |
| 46 | 0.00 | 0 | 0 | 3,500.00 | 1,908.39 | 1591.61 | 1,591.61 |
| 47 | 0.00 | 0 | 0 | 700.00 | 0.00 | 700.00 | 700.00 |
| 48 | 0.00 | 0 | 0 | 4,000.00 | 2,096.00 | 1904.00 | 1,904.00 |
| 49 | 0.00 | 0 | 0 | 23,000.00 | 0.00 | 23000.00 | 23,000.00 |
| 50 | 0.00 | 0 | 0 | 2,500.00 | 0.00 | 2500.00 | 2,500.00 |
| 51 | 0.00 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 85 | 22,568.00 | 22,568.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52 | 500.00 | 2,093.46 | 1593.46 | 0.00 | 0.00 | 0.00 | 1,593.46 |
| Finance | 23,068.00 | 24,702.71 | 1,634.71 | 122,100.00 | 62,349.64 | 59,750.36 | 61,385.07 |

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 30TH NOVEMBER 2013

| Precept | 230,615.00 | 230,615.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|-----------------------------------|------------------|------------------|-----------------|-------------------|-------------------|-------------------|------|-------------------|
| | | Actual | | Budget | Actual | | | Net Variance |
| | | Budget | | | | | | |
| Old Court House | | | | | | | | |
| 53 Caretakers wages | 0.00 | 3,717.55 | 0 | 5,600.00 | 1882.45 | 1,882.45 | | 1,882.45 |
| 54 Insurance | 0.00 | 954.19 | 0 | 1,600.00 | 645.81 | 645.81 | | 645.81 |
| 55 Water rates | 0.00 | 430.45 | 0 | 750.00 | 319.55 | 319.55 | | 319.55 |
| 56 Non domestic rates | 0.00 | 4,436.00 | 0 | 5,500.00 | 1064.00 | 1,064.00 | | 1,064.00 |
| 57 Gas/Elec | 0.00 | 3,155.84 | 0 | 5,000.00 | 1844.16 | 1,844.16 | | 1,844.16 |
| 58 Repairs & Maint | 0.00 | 3,656.09 | 0 | 5,000.00 | 1343.91 | 1,343.91 | | 1,343.91 |
| 59 Equipment | 0.00 | 0.00 | 0 | 400.00 | 400.00 | 400.00 | | 400.00 |
| 60 Trans to OCH Res | 0.00 | 0.00 | 0 | 2,000.00 | 2000.00 | 2,000.00 | | 2,000.00 |
| 61 Civil ceremony | 150.00 | 295.00 | 145 | 0.00 | 0.00 | 0.00 | | 145.00 |
| 62 Tenants rents | 8,500.00 | 8,266.00 | -234 | 0.00 | 0.00 | 0.00 | | -234.00 |
| 63 Room hire | 1,750.00 | 997.75 | -752.25 | 0.00 | 0.00 | 0.00 | | -752.25 |
| Old Court House | 10,400.00 | 9,558.75 | -841.25 | 25,850.00 | 16,350.12 | 9,499.88 | | 8,658.63 |
| Check to Precept submitted | 50,020.00 | 51,666.91 | 1,646.91 | 280,635.00 | 147,197.19 | 133,437.81 | | 135,084.72 |
| | | | | 230,615.00 | | | | |
| Miscell Mayors Charity | 81 | 1,721.07 | 0.00 | 0.00 | 575.00 | -575.00 | | 1,146.07 |

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, 10th December, 2013**, at **7.00 p.m.** continued.....

| Accounts Presented 10 December 2013 | | |
|-------------------------------------|--|------------------|
| Chq | | |
| 9685 | Petty Cash | £ 77.42 |
| 9686 | Persiflage Saxophone Quartet - Christmas Fair entertainment | £ 75.00 |
| 9687 | C Harrison Tree & Landscapes - Tree felling | £ 160.00 |
| Bankline | Gener8 Finance Ltd - keyholding charge | £ 42.00 |
| Bankline | Ken Waller Market Stalls - Christmas Fair stall/marquee hire | £1,175.00 |
| Bankline | Secon Building Services Ltd - Ground Chalk | £ 17.09 |
| | | £1,546.51 |

Continued...../

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, 10th December, 2013**,
at **7.00 p.m.** continued.....

Accounts paid 10 December 2013

| | | | |
|----------|-------------------------------------|------------------------------|----------|
| Bankline | WAGES W30/M7 | WAGES W30/M7 | 3,600.11 |
| Bankline | WAGES W30/M7 | WAGES W30/M7 | 2,024.77 |
| Bankline | WAGES W30/M7 | WAGES W30/M7 | 396.76 |
| DD | Trade Waste collection | Wastecycle Ltd | 54.10 |
| DD | Bank charges | Nat West | 29.88 |
| DD | Cem Elec bill | Utility Warehouse | 31.19 |
| DD | OCH Gas/Elec Bill | Utility Warehouse | 252.14 |
| 9675 | Mobile telephones BB | Petty Cash | 20.00 |
| 9675 | Mobile telephones NR £10 BB £10 | Petty Cash | 20.00 |
| 9603 | Planning application re floodlights | RBC | -97.50 |
| 9632 | BKV Fee | CPRE | -8.00 |
| Bankline | WAGES W31 | WAGES W31 | 288.35 |
| 9677 | Civic Service refreshments | The Methodist Church | 160.00 |
| 9678 | Local Councils Explained book | NALC | 53.99 |
| Bankline | Fuel Account | Allstar Business Solutions | 210.67 |
| Bankline | Cemetery notice board | Whitehill Direct Ltd | 645.60 |
| Bankline | Stationery | Viking Payments | 132.31 |
| Bankline | Clothing | MG Safety Ltd | 13.80 |
| Bankline | Pesticide training | Park Hill Training | 399.00 |
| Bankline | OCH flower tower | Plantscape Ltd | 302.40 |
| Bankline | Christmas lights stress testing | Leisure Lites Ltd | 750.00 |
| Bankline | Copier charge | Reprotec Connect For | 90.66 |
| Bankline | PAYE M7 | HMRC | 896.75 |
| Bankline | PAYE M7 | HMRC | 802.39 |
| Bankline | LH AVC's | Prudential | 100.00 |
| Bankline | Superann M7 | NCC Pension Fund | 1,087.24 |
| Bankline | Superann M7 | NCC Pension Fund | 90.90 |
| Bankline | Civic Service refreshments | The Limehaus | 576.00 |
| 9680 | Petty Cash purchases | Petty Cash | 5.00 |
| 9680 | Petty Cash purchases | Petty Cash | 20.00 |
| 9680 | Petty Cash purchases | Petty Cash | 7.00 |
| 9680 | Petty Cash purchases | Petty Cash | 40.79 |
| 9680 | Petty Cash purchases | Petty Cash | 10.00 |
| Bankline | WAGES W32 | WAGES W32 | 288.35 |
| Bankline | Grant aid | Bingham Community Arts | 500.00 |
| Bankline | Workwear | R E S Tractors | 109.98 |
| Bankline | Santa's gifts | The Book People | 99.92 |
| Bankline | Keyholding | Gener8 Finance Ltd | 42.00 |
| Bankline | SDU contract | OCS Group Ltd | 706.32 |
| Bankline | Diesel oil | Chandlers Oil & Gas | 897.01 |
| Bankline | CCTV Maint contract | Central Security Systems Ltd | 432.00 |
| 9681 | Remembrance wreath | Royal British Legion | 17.00 |
| Bankline | Christmas Fair posters | Universal Print Service Ltd | 216.00 |

Continued...../

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at **7.00 p.m.** continued.....

Accounts Paid 10 December 2013

| | | | |
|----------|-----------------------------------|----------------------------|------------------|
| Bankline | Repair & maint materials | Handicentre (Bingham) Ltd | 14.29 |
| Bankline | Repair & maint materials | Handicentre (Bingham) Ltd | 38.67 |
| Bankline | Repair & maint materials | Handicentre (Bingham) Ltd | 53.00 |
| Bankline | Repair & maint materials | Handicentre (Bingham) Ltd | 56.96 |
| Bankline | Repair & maint materials | Handicentre (Bingham) Ltd | 56.52 |
| Bankline | Repair & maint materials | Handicentre (Bingham) Ltd | 6.34 |
| Bankline | Mayor's Charity Fundraising Lunch | The Bingham | 525.00 |
| Bankline | LH AVC's | Prudential | 100.00 |
| Bankline | Workwear | Alexandra | 15.53 |
| Bankline | Christmas Fair stall refund | Shane Caulfield | 40.00 |
| Bankline | Christmas Fair stall refund | Moleface Pub Company | 40.00 |
| Bankline | Superann M8 | NCC Pension Fund | 1,087.24 |
| Bankline | Superann M8 | NCC Pension Fund | 90.90 |
| Bankline | PAYE M8 | HMRC | 871.45 |
| Bankline | PAYE M8 | HMRC | 802.19 |
| DD | Copier lease payment | Siemens Financial Services | 287.40 |
| DD | Non domestic rates | RBC | 554.00 |
| DD | Monthly broadband charge | Talk Talk | 15.31 |
| DD | Non domestic rates | RBC | 57.00 |
| DD | BANKLINE CHARGES | Nat West | 25.97 |
| DD | Dog bin emptying | RBC | 195.00 |
| DD | Bank charges | Nat West | 18.75 |
| DD | Trade Waste collection | Wastecycle Ltd | 56.11 |
| dd | OCH Gas/Elec Bill | Utility Warehouse | 431.56 |
| Bankline | WAGES W33 | WAGES W33 | 288.55 |
| Bankline | WAGES W34 | WAGES W34 | 3,561.49 |
| Bankline | WAGES W34 | WAGES W34 | 376.76 |
| Bankline | WAGES W34 | WAGES W34 | 1,956.07 |
| Bankline | Christmas tree brackets | D Gill | 300.00 |
| Bankline | Baby Burco | NCC County supplies | 91.80 |
| Bankline | Christmas trees | D & R Simmons | 1,188.00 |
| Bankline | Town Guide | County Life | 1,435.00 |
| Bankline | Workwear | MG Safety ltd | 17.40 |
| Bankline | Wages w35 | Wages w35 | |
| | | | 288.35 |
| | | | £ |
| | | | <u>31,257.49</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, 10th December, 2013**,
at 7.00 p.m. continued.....

BANKLINE TRANSACTIONS - SUMMARY OF BANKLINE PAYMENTS:

| P & R | SUPPLIER'S NAME | £ p | DATE OF PYMT | NATWEST PYMT. REF | | BK STEMT NO. |
|----------|--------------------|----------|--------------|-------------------|----|--------------|
| 10.12.13 | WAGES WK 29 | 288.55 | 24.10.13 | 177412639 | LH | |
| 10.12.13 | ALLSTAR | 142.68 | 17.10.13 | 177413115 | LH | |
| 10.12.13 | TES | 154.91 | 17.10.13 | 177412639 | LH | |
| 10.12.13 | FURNITUBES | 608.40 | 25.10.13 | 178467827 | LH | |
| 10.12.13 | HANDICENTRE | 19.76 | 25.10.13 | 178466390 | LH | |
| 10.12.13 | HANDICENTRE | 78.85 | 25.10.13 | 178466390 | LH | |
| 10.12.13 | NATIONAL PEN | 95.28 | 25.10.13 | 178468760 | LH | |
| 10.12.13 | VIKING PAYMENTS | 126.15 | 25.10.13 | 178467000 | LH | |
| 10.12.13 | WAGES WK 30 | 6,021.61 | 28.10.13 | VARIOUS | LH | |
| 10.12.13 | WAGS WK 31 | 288.35 | 04.11.13 | 179971053 | LH | |
| 10.12.13 | WAGES WK 32 | 288.36 | 07.11.13 | 180566409 | LH | |
| 10.12.13 | NCC PENSION FUND | 1,178.14 | 07.11.13 | 180567870 | LH | |
| 10.12.13 | PRUDENTIAL | 100.00 | 07.11.13 | 180568244 | LH | |
| 10.12.13 | HMRC | 1,699.14 | 07.11.13 | 180568711 | LH | |
| 10.12.13 | REPROTEC | 90.66 | 07.11.13 | 180568912 | LH | |
| 10.12.13 | LEISURE LITES | 750.00 | 07.11.13 | 180569263 | LH | |
| 10.12.13 | PLANTSCAPE | 302.40 | 07.11.13 | 180570126 | LH | |
| 10.12.13 | PARK HILL TRAINING | 399.00 | 07.11.13 | 180571038 | LH | |
| 10.12.13 | MG SAFETY LTD | 13.80 | 07.11.13 | 180572966 | LH | |
| 10.12.13 | VIKING PAYMENTS | 132.31 | 07.11.13 | 180573207 | LH | |
| 10.12.13 | WHITEHILL DIRECT | 645.60 | 07.11.13 | 180573817 | LH | |
| 10.12.13 | ALLSTAR | 210.67 | 07.11.13 | 180574719 | LH | |
| 10.12.13 | CENTRAL SECURITY | 432.00 | 14.11.13 | 181498341 | LH | |
| 10.12.13 | CHANDLERS OIL | 897.01 | 14.11.13 | 181498469 | LH | |
| 10.12.13 | OCS GROUP LTD | 706.32 | 14.11.13 | 181499301 | LH | |
| 10.12.13 | GENER8 FINANCE | 42.00 | 14.11.13 | 181499415 | LH | |
| 10.12.13 | THE BOOK PEOPLE | 99.92 | 14.11.13 | 181500039 | LH | |

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, 10th December, 2013,**
at **7.00 p.m.** continued.....

BANKLINE TRANSACTIONS - SUMMARY OF BANKLINE PAYMENTS continued...

| | | | | | | |
|----------|---------------------------|------------------|----------|-----------|----|--|
| 10.12.13 | RES TRACTORS | 109.98 | 14.11.13 | 181500986 | LH | |
| 10.12.13 | BINGHAM COMMUNITY ARTS CT | 500.00 | 14.11.13 | 181501668 | LH | |
| 10.12.13 | WAGES WK 33 | 288.55 | 19.11.13 | 182001094 | LH | |
| 10.12.13 | HANDICENTRE | 102.18 | 22.11.13 | 182570555 | LH | |
| 10.12.13 | HANDICENTRE | 123.60 | 22.11.13 | 182570555 | LH | |
| 10.12.13 | UNIVERSAL PRINT | 216.00 | 22.11.13 | 182571299 | LH | |
| 10.12.13 | THE BINGHAM | 525.00 | 25.11.13 | 182847135 | LH | |
| 10.12.13 | WAGES WK. 34 | 5,894.32 | 25.11.13 | VARIOUS | LH | |
| 10.12.13 | PRUDENTIAL | 100.00 | 28.11.13 | 183560747 | LH | |
| 10.12.13 | ALEXANDRA | 15.53 | 28.11.13 | 183564883 | LH | |
| 10.12.13 | SHANE CAULFIELD | 40.00 | 28.11.13 | 183562953 | LH | |
| 10.12.13 | MOLEFACE PUB COMPANY | 40.00 | 28.11.13 | 183565740 | LH | |
| 10.12.13 | NCC PENSION FUND | 1,178.14 | 28.11.13 | 183567323 | LH | |
| 10.12.13 | HMRC | 1,673.64 | 28.11.13 | 183567748 | LH | |
| | | 26,618.81 | | | | |

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, 10th December, 2013**, at **7.00 p.m.** continued.....

| Depot | Budget 2013/2014 | Budget 2014/2015 |
|------------------------|-----------------------------|-----------------------------|
| Expenditure | | |
| Eqpt | | |
| Service/maintenance | 4000 | 4000 |
| Depot Maintenance | 250 | 400 |
| Mobile Telephones | 200 | 250 |
| Alarm | 300 | 300 |
| Tools/Small Equipment | 100 | 100 |
| Clothing | 400 | 400 |
| Wages | 54450 | 54450 |
| Vehicle Tax/Insurance | 1500 | 1500 |
| Fuel | 3300 | 3500 |
| Trans to Depot Reserve | 6000 | 5600 |
| | 70500 | 70500 |
| Less income | | |
| Grass cutting | -1350 | -1350 |
| | 69150 | 69150 |

| Finance | Budget 2013/2014 | Budget 2014/2015 |
|-------------------------------|-----------------------------|-----------------------------|
| <u>Expenditure</u> | | |
| Salaries inc NI/Superan | 73000 | 72000 |
| Audit | 2000 | 2000 |
| Office expenses | 5500 | 5500 |
| Subscriptions/Training | 5000 | 5000 |
| Travel/Mileage | 400 | 400 |
| Civic Expenses | 2500 | 2500 |
| Insurance | 3500 | 2000 |
| Advertising | 700 | 700 |
| Grant Aid / S137 | 4000 | 4000 |
| Trans to Prop/Land Reserv. | 23000 | 20000 |
| Risk Management Reserve | 2500 | 2500 |
| Elections | 0 | 0 |
| | 122100 | 116600 |
| Less Income | | |
| RBC Transitional relief | -22568 | -22568 |
| Office expenses refunded | | |
| Investments | -500 | -500 |
| | 99032 | 93532 |

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, 10th December, 2013**,
at 7.00 p.m. continued.....

Old Court House

| | Budget | Budget |
|------------------------|------------------|------------------|
| | 2013/2014 | 2014/2015 |
| <u>Expenditure</u> | | |
| Caretaker | 5600 | 5600 |
| Insurance | 1600 | 1000 |
| Water rates | 750 | 750 |
| Non domestic rates | 5500 | 6000 |
| Gas/Electricity | 5000 | 6000 |
| Repairs/ Maintenance | 5000 | 5500 |
| Equipment | 400 | 400 |
| Transfer to OCH | | |
| Reserve | 2000 | 1000 |
| Room Hire | 0 | 0 |
| Civil Ceremony Licence | 0 | 0 |
| | 25850 | 26250 |
| Less Income | | |
| Rents | -8500 | -8500 |
| Elec refund | | |
| Civil Ceremonies | -150 | -150 |
| Hirings | -1750 | -1750 |
| | 15450 | 15850 |

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, 10th December, 2013**, at 7.00 p.m. continued.....

Allotments

| | Budget 2013/2014 | Budget 2014/2015 |
|--------------------|-----------------------------|-----------------------------|
| <u>Expenditure</u> | | |
| Rent (1) | 375 | 360 |
| Water charges | 500 | 500 |
| Maintenance (2) | 500 | 500 |
| Tenants rental | | |
| | 1375 | 1360 |
| <u>Less Income</u> | | |
| Rent (3) | -1000 | -1000 |
| | 375 | 360 |

Cemetery/Church Yard

| | Budget 2013/2014 | Budget 2014/2015 |
|--------------------|-----------------------------|-----------------------------|
| <u>Expenditure</u> | | |
| Rates | 530 | 600 |
| Water/drainage | 250 | 250 |
| Grave Digging | 1500 | 1500 |
| Electricity | 500 | 500 |
| Maintenance | 500 | 500 |
| Memorials | 1000 | 1000 |
| | 4280 | 4350 |
| <u>Less Income</u> | | |
| Fees & Memorials | -5000 | -5000 |
| | -720 | -650 |

Recreation

| | Budget 2013/2014 | Budget 2014/2015 |
|---------------------------------------|-----------------------------|-----------------------------|
| <u>Expenditure</u> | | |
| Play Area/ Open space Maint. | 4500 | 4500 |
| Tree/Shrubbery Maint. | 2500 | 2500 |
| Rent | 175 | 175 |
| Sports Pitch Maintenance | 12000 | 12000 |
| Trans to Recreation Equipment Reserve | 6000 | 6000 |
| | 25175 | 25175 |
| <u>Less Income</u> | | |
| Play Area Inc | 0 | 0 |
| Rents | -1000 | -1000 |
| Pitch works contribution | -3067 | -3067 |
| Wayleaves | -120 | -120 |
| | 20988 | 20988 |

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, 10th December, 2013,**
at **7.00 p.m.** continued.....

Community

| | Budget 2013/2014 | Budget 2014/2015 |
|------------------------|-----------------------------|-----------------------------|
| <u>Expenditure</u> | | |
| CCTV Maintenance | 700 | 700 |
| Notice Boards | 50 | 200 |
| Town Map | 15 | 15 |
| Trans to Comm. Reserve | 500 | 350 |
| | 1265 | 1265 |
| <u>Less Income</u> | | |
| Map sales | -15 | -15 |
| CCTV Grant | | |
| | 1250 | 1250 |

PROMOTIONS

| | Budget 2013/2014 | Budget 2014/2015 |
|-----------------------------------|-----------------------------|-----------------------------|
| <u>Expenditure</u> | | |
| Town Fair | 7000 | 7000 |
| Christmas Fair | 2500 | 2750 |
| Christmas lights | 6500 | 6500 |
| Other promotions | 2000 | 1000 |
| Web Site | 1500 | 1500 |
| Town News/leaflets | 2000 | 2000 |
| Town Guide/Promotional Literature | 1500 | 0 |
| Market Celebrations | | 1500 |
| WWI Commemoration | | 250 |
| | 23000 | 22500 |
| <u>Less Income</u> | | |
| Other Promotions | | |
| Town Fair | -4000 | -4000 |
| Christmas Fair | -1000 | -1200 |
| | 18000 | 17300 |

Environment

| | Budget 2013/2014 | Budget 2014/2015 |
|---------------------------------|-----------------------------|-----------------------------|
| <u>Expenditure</u> | | |
| General Maintenance | 640 | 640 |
| Beautiful Bingham | 5500 | 5500 |
| Litter/Dog Bins (Env & Rec) | 450 | 450 |
| Transfer to Environment Reserve | 500 | 500 |
| | 7090 | 7090 |

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, 10th December, 2013**, at 7.00 p.m. continued.....

Provisional Town Council Budget 2014/2015

| | Budget 2013/2014 | Budget 2014/2015 |
|-----------------------|-----------------------------|-----------------------------|
| <u>Revenue</u> | | |
| Allotments | 375 | 360 |
| Cemetery | -720 | -650 |
| Community | 1250 | 1250 |
| Depot | 69150 | 69150 |
| Environment | 7090 | 7090 |
| Finance | 99032 | 93532 |
| Old Court House | 15450 | 15850 |
| Promotion | 18000 | 17300 |
| Recreation | 20988 | 20988 |
| | 230615 | 224870 |
| | | |

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, 10th December, 2013**, at **7.00 p.m.** continued.....

DRAFT 2014/2015 CALENDAR

| | | | Meeting starts 7.00 p.m. | 7.15 p.m. |
|----------------------|------------------|------------------|--|-------------|
| Tuesday | April | 1st | | |
| Tuesday | April | 8th | Planning | Environment |
| Tuesday | | 15th | Policy & Resources | |
| Good Friday | | 18th | | |
| Easter Monday | | 21st | | |
| Tuesday | | 22nd | | |
| Tuesday | | 29th | commences at 7.30pm Annual Town Meeting | |
| Monday | May | 5th | May Day Bank Holiday | |
| Tuesday | | 6 th | Full Council – Statutory Annual Meeting | |
| Tuesday | | 13th | Planning | Community |
| Tuesday | | 20th | | |
| Monday | | 26th | Spring Bank Holiday | |
| Tuesday | | 27 th | | |
| Tuesday | June | 3rd | Recreational & Cemetery | |
| Tuesday | | 10th | Planning | Environment |
| Tuesday | | 17th | Full Council – Final Accounts Only | |
| Resources | | | | |
| Tuesday | | 24th | | |
| Tuesday | July | 1st | Full Council | |
| Tuesday | | 8th | | |
| Tuesday | | 15th | Planning | Community |
| Tuesday | | 22nd | | |
| Tuesday | | 29th | Recreational & Cemetery | |
| Tuesday | August | 5th | | |
| Tuesday | | 12th | Planning | Environment |
| Tuesday | | 19th | Policy & Resources | |
| Monday | | 25th | Summer Bank Holiday | |
| Tuesday | | 26th | | |
| Tuesday | September | 2nd | Full Council | |
| Tuesday | | 9th | Planning | Community |
| Tuesday | | 16th | | |
| Tuesday | | 23rd | Recreational & Cemetery | |
| Tuesday | | 30th | | |
| Tuesday | October | 7th | Planning | Environment |
| Tuesday | | 14th | | |
| Tuesday | | 21st | Policy & Resources | |
| Tuesday | | 28th | | |
| Tuesday | November | 4th | Full Council | |

| | | | | |
|----------|-----------------|------|--------------------------|-------------|
| Tuesday | November | 11th | Meeting start: 7.00 p.m. | 7.15 p.m. |
| | | | Planning | Community |
| Tuesday | | 18th | | |
| Tuesday | | 25th | Recreational & Cemetery | |
| Tuesday | December | 2nd | Planning | Environment |
| Tuesday | | 9th | Policy & Resources | |
| Tuesday | | 16th | | |
| Tuesday | | 23rd | | |
| Thursday | | 25th | Christmas Day | |
| Friday | | 26th | Boxing Day | |

2015

| | | | | |
|---------------|-----------------|------------------|--|----------------------------|
| Thursday | January | 1st | New Year's Day | |
| Tuesday | | 6th | | |
| Tuesday | | 13th | Full Council | |
| Tuesday | | 20th | Planning | Community |
| Tuesday | | 27th | Recreational & Cemetery | |
| Tuesday | February | 3rd | | |
| Tuesday | | 10th | Planning | Environment |
| Tuesday | | 17th | Policy & Resources | |
| Tuesday | | 24th | | |
| Tuesday | March | 3rd | Full Council | |
| Tuesday | | 10th | Planning | Community |
| Tuesday | | 17th | | |
| Tuesday | | 24th | Recreational & Cemetery | |
| Tuesday | | 31 st | | |
| Good Friday | | 3rd | | |
| Easter Monday | | 6th | | |
| Tuesday | April | 7th | Planning | Environment |
| Tuesday | | 14th | Policy & Resources | |
| Tuesday | | 21st | | |
| Tuesday | | 28th | commences at 7.30pm | Annual Town Meeting |
| Monday | May | 4th | May Day Bank Holiday | |
| Tuesday | | 5 th | | |
| Tuesday | May | 12th | Full Council – Statutory Annual Meeting | |