

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, 9<sup>th</sup> December, 2014**, at **7.00 p.m.**

**PRESENT:**

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

Also in attendance Cllrs. A. Ashmore, T. Fox, & F. Purdue-Horan plus 3 members of Public & Press.

**1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:**

All in attendance.

**2.00 DECLARATIONS OF INTEREST:**

There were no Declarations of Interest received.

**3.00 MINUTES:**

The Minutes of the meeting held on the 21<sup>st</sup> October, 2014, 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 and it was noted that decisions in relation to Risk Factors of trespassers on Council owned land were still outstanding.

**4.00 UPDATE FROM NETWORK RAIL REPRESENTATIVES RE AMENDED PLANS FOR A BRIDGE UPGRADE AT BINGHAM STATION.**

The Chairman welcomed 4 representatives from Network Rail to the meeting. NR Officials had provided a picture of a footpath on Southern side of railway line parallel to railway line and Tesco's footpath to the station on Northern side (blue route); along with plans of the bridge upgrade dated 26<sup>th</sup> September 2014. The footpath would fall within NR owned land. NR were progressing for the closure of Moor Lane crossing in line with the National Programme of Closure Crossings linked with the Tesco planning application.

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, 9<sup>th</sup> December, 2014**, at **7.00 p.m.** continued.....

**4.00**      **UPDATE FROM NETWORK RAIL REPRESENTATIVES RE AMENDED PLANS FOR A BRIDGE UPGRADE AT BINGHAM STATION. (continued)**

The blue route was an alternative if Tesco's planning application failed as NR had insufficient funding at this stage to upgrade the bridge to make it "Easy Access". NR suggested there was no scope for a stepped bridge at Moor Lane due to Ease of Access rules and regulations and an underpass was not viable. Councillors suggested other funding streams should be sought to ensure the bridge upgrade goes ahead eg. The Crown Estates etc.

NR were unaware of the Lidl store, however, they were due to speak with RBC shortly re the bridge and would raise the matter of additional S106 monies or equivalent at that meeting.

**Summary** – Councillors prefer the bridge to be upgraded rather than rely on the footpath, (blue route), to ensure mobility access to platform to travel eastwards, members of the public with mobility needs are currently denied this facility. The crossing to remain open until some form of crossing was created at the same point or nearby, even if there were a stepped bridge at Moor Lane to ensure the viability of the Town Centre . Suggestions of warning lights and locked gates linked to the main crossing gates for pedestrians so when they closed pedestrians were unable to cross the railway line. In the event that the bridge upgrade failed due to lack of funding then the blue route would be acceptable on safety grounds but only as a last resort

**5.00**      **BUDGET REPORT 'A':**

The Clerk answered any queries in relation to Budget Report 'A' up to the 30th November, 2014. It was agreed to

**RECOMMEND APPROVAL,**

**6.00**      **ACCOUNTS FOR PAYMENT - REPORT 'B':**

Accounts were presented for payment and it was agreed to

**RECOMMEND** approval.

**7.00**      **ACCOUNTS PAID - REPORT 'C':**

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

**RECOMMEND** approval.

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, 9<sup>th</sup> December, 2014**, at **7.00 p.m.** continued.....

**8.00**      **BANKLINE PAYMENTS - REPORT 'D':**

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

**RECOMMEND** approval.

**9.00**      **GRANT AID:**

01      **Bingham Rugby Union Football Club**

A request had been received for a donation towards electrical works. It was agreed to

**RECOMMEND** approval of a donation of £300.00.

02      **Friends of Linear Park**

A request had been received for a donation to cover the cost of insurance. It was agreed to

**RECOMMEND** approval of a donation of £196.76.

03      **Bingham Community Led Plan**

A request had been made for a donation towards project costs. It was agreed to

**RECOMMEND** that an amount of £250.00 be awarded requesting full income and expenditure budget with a view to additional grant being considered at a future meeting

04      **Vale First Responders**

A request had been made from a member of Vale First Responders for a public defibrillator in Bingham. The Clerk also confirmed that since then Vale First Responders had also requested grant funding. It was agreed to defer to the next meeting when it was hoped a completed grant application form had been submitted and further details of the defibrillator obtained.

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, 9<sup>th</sup> December, 2014**, at **7.00 p.m.** continued.....

**10.00**     **REFERRAL FROM ENVIRONMENT COMMITTEE - TO CONSIDER PARKING STRATEGY WORKING GROUP RECOMMENDATIONS. (Attached).**

It was agreed to

**RECOMMEND** approval of attached Report 'E' recommendations from Environment Committee.

**11.00**     **TO REPORT AGREED NEW PAY AWARD 2014 - 2016.**

It was agreed to

**RECOMMEND** approval.

**12.00**     **UPDATE ON RECOMMENDATION FROM ENVIRONMENT COMMITTEE THAT BINGHAM TOWN COUNCIL TAKES ON CUTTING OF NOTTINGHAMSHIRE COUNTY COUNCIL'S GRASS VERGES WITHIN BINGHAM FOR A TRIAL PERIOD OF THREE YEARS AT AN ESTIMATED ADDITIONAL COST OF APPROXIMATELY £2,920.55.**

Clerk confirmed a revised quote (saving of £487.50) had been received from Streetwise however it had not been split per Sports Ground. The split had been requested and additional quotes were being sought.

**13.00**     **UPDATE ON THE APPLICATION TO REGISTER THE MOOT HOUSE AS AN 'ASSET OF COMMUNITY VALUE', INCLUDING REMOVAL OF COVENANT FROM THE ORIGINAL SITE.**

Clerk confirmed that the planning application re ex Moot House Site had been approved by RBC and an email received from The Crown confirming that "the lifting of the covenant on the site had been properly informed and correct given the circumstances which have enabled new and sustainable opportunities to be explored for the long-term."

**14.00**     **UPDATE ON SITUATION RE. MANOR HOUSE.**

Notts. Building Preservation Trust had confirmed that a series of meetings had been scheduled recently with various organisations where the future of the Manor House would be discussed. Following these meetings the Trust would give a further update. Agreed to invite NBPT to attend next Community Committee meeting.

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, 9<sup>th</sup> December, 2014**, at 7.00 p.m. continued.....

**15.00      COMMUNITY LED PLANNING - UPDATE:**

Cllr A Harvey gave an update on the meeting held 17<sup>th</sup> Nov. 2014 (copy attached Report 'F') and also confirmed that the CLP website was now live [www.binghamcommunityledplan.org.uk](http://www.binghamcommunityledplan.org.uk). Agreed CLP Group to be invited to update BTC's working group and also invited to attend next P & R.

**16.00      TO CONSIDER POLICY & RESOURCES BUDGETS FOR 2014/2015, INCLUDING:-**

**Budgets for Depot, Finance & The Old Court House were agreed.**

**RECOMMEND** approval of budgets as attached Report 'G' noting standing orders were suspended and then reinstated after allowing members of the public to speak and their comments were noted.

**17.00      BUDGET 2015/2016 - TO CONFIRM ALL REVENUE/CAPITAL BUDGETS FOR 2015/2016, INCLUDING PRECEPT/RESERVES ETC.**

Recommend approval of budgets attached which would give a Precept of £241,979 representing band D property figure of £72.37 Report 'G'

**18.00      TO CONFIRM NEW PHOTOCOPIER CONTRACT AT CURRENT RATE FOR A RE-CONDITIONED ONE.:**

**RECOMMEND** approval

**19.00      SUBSCRIPTIONS.**

**RECOMMEND** approval (refer to attached Report 'H')

**20.00      2015/2016 Calendar – To approve dates of meetings (attached Report 'I'):**

**RECOMMEND** approval of calendar attached.

**21.00      CONFIRMATION OF DATE OF CIVIC RECEPTION 2015 –**

**7<sup>th</sup> February 2015**

Continued...../

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**22.00**     **CORRESPONDENCE**, including:-

- 01    **To consider a response re. Nottinghamshire County Council’s Budget Consultation (deadline 16.1.15).** Cllr. A Harvey expressed concern that the Management Structure should be addressed before budget cuts affecting Social Care and encouraged all Councillors to respond to the consultation.
  
- 02    **Boundary Commission - Electoral Review of Nottinghamshire** noted.

**23.00**     **CONFIDENTIAL BUSINESS:**

Public Bodies (Admission to Meetings Act 1960:-

To resolve that "in view of the confidential nature of the business about to be transacted, the Press and Public be excluded for the remainder of the meeting."

The following matters were discussed:-

**STAFFING MATTERS**

As there was no further business to transact, the meeting finished at 9.43 p.m.

.....  
CHAIRMAN  
Date: .....

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### 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.	2014 Town Pavilion inspections completed. 2014 Butt Field Pavilion now completed.
	Tenants' rent review	Agenda item for future meeting.
	Town Pavilion	Review of lease and rent review.
6774	Risk Management Review	On-going.
	Membership of C.B.W.G.	Outstanding.

BINGHAM TOWN COUNCIL SUMMARY NOV 2014

REPORT A cont.

	BAL B.FWD		Receipts		Payments		Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Community	15	0	-15	1265	400	865	850
Promotion	5,200.00	6,165.00	965.00	22,500.00	8,942.66	13,557.34	14,522.34
Recreation	4,187.00	2,758.18	-1,428.82	31,556.00	19,549.08	12,006.92	10,578.10
Allotment	1,000.00	833.89	-166.11	1,360.00	665.56	694.44	528.33
Cemetery	5000	6,697.00	1,697.00	4,350.00	2,736.59	1,613.41	3,310.41
Environment	0.00	0.00	0.00	7,090.00	3,797.65	3,292.35	3,292.35
Depot	1350	76.20	-1,273.80	70,500.00	42,060.29	28,439.71	27,165.91
Finance	19,460.00	19,241.01	-218.99	116,600.00	57,479.50	59,120.50	58,901.51
OCH	10,400.00	13,921.12	3,521.12	26,250.00	25,504.29	745.71	4,266.83
<b>TOTALS</b>	<b>46,612.00</b>	<b>49,692.40</b>	<b>3,080.40</b>	<b>281,471.00</b>	<b>161,135.62</b>	<b>120,335.38</b>	<b>123,415.78</b>

Precept	234,859.00	234,859.00	0.00	0.00	0.00	0.00	0.00
Mayors Charity	0	946.02	0	0	0.00	0.00	946.02

	Reserves		Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	Budget	Actual	
Risk Management	6,000.00	0.00	-2500	0.00	0.00	0	6,000.00
OCH Capital	3,420.00	0.00	-1000	0.00	0.00	0	3,420.00
Depot	22,892.82	0.00	-5600	0.00	0.00	1420.48	21,472.34
Allotment	0.00	0.00	0	0.00	0.00	0	0.00
Environment	1,000.00	0.00	-500	0.00	0.00	0	1,000.00
General Reserve	140765.44	0.00	0	0.00	0.00	-2268.00	143,033.44
Promotion	0.00	0.00	0	0.00	0.00	0	0.00
Recreation	17,288.48	0.00	-12381	0.00	0.00	-645.00	17,933.48
Cemetery	0.00	0.00	0	0.00	0.00	0.00	0.00
Community Capital	2,000.00	0.00	-350	0.00	0.00	0	2,000.00
Property Land	61,418.71	0.00	-20000	0.00	0.00	0	61,418.71
<b>Capital Total</b>	<b>254,785.45</b>	<b>0.00</b>	<b>-42,331.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,492.52</b>	<b>256,277.97</b>
<b>GRAND TOTAL</b>	<b>254,785.45</b>	<b>50,638.42</b>	<b>-39,250.60</b>	<b>281,471.00</b>	<b>159,643.10</b>	<b>121,827.90</b>	<b>380,639.77</b>









Precept	76	234,859.00	234,859.00	234,859.00	0	0.00	0.00	0.00	0.00	0.00
Old Court House		Receipts		Payments		Net Variance				
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Net Variance
Caretakers wages	53	0.00		0	3,616.21	5,600.00	3,616.21	1,983.79		1,983.79
Insurance	54	0.00		0	969	1,000.00	969	31.00		31.00
Water rates	55	0.00		0	426.68	750.00	426.68	323.32		323.32
Non domestic rates	56	0.00		0	4,522.00	6,000.00	4,522.00	1,478.00		1,478.00
Gas/Elec	57	0.00		0	2,591.05	6,000.00	2,591.05	3,408.95		3,408.95
Repairs & Maint	58	0.00	19.99	19.99	13,229.35	5,500.00	13,229.35	-7,729.35		-7,709.36
Equipment	59	0.00		0	400.00	400.00	0.00	400.00		400.00
Trans to OCH Res	60	0.00		0	0.00	1,000.00	0.00	1,000.00		1,000.00
Civil ceremony	61	150.00	740.00	590	150.00	0.00	150.00	-150.00		440.00
Tenants rents	62	8,500.00	9,782.38	1,282.38	0.00	0.00	0.00	0.00		1,282.38
Room hire	63	1,750.00	3,378.75	1,628.75	0.00	0.00	0.00	0.00		1,628.75
<b>Old Court House</b>		<b>10,400.00</b>	<b>13,921.12</b>	<b>3,521.12</b>	<b>25,504.29</b>	<b>26,250.00</b>	<b>25,504.29</b>	<b>745.71</b>		<b>4,266.83</b>
<b>Check to Precept submitted</b>		<b>46,612.00</b>	<b>49,692.40</b>	<b>3,080.40</b>	<b>161,135.62</b>	<b>281,471.00</b>	<b>161,135.62</b>	<b>120,335.38</b>		<b>123,415.78</b>
					<b>234,859.00</b>					
Miscell Mayors Charity	81		<b>946.02</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>946.02</b>

Continued...../

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

<b>ACCOUNTS PRESENTED 9TH DECEMBER 2014</b>		
BANKLINE	B E EVENT HIRE - CHRISTMAS FAIR CHAIR/TABLE HIRE	£ 129.24
BANKLINE	GAP GROUP - HIRE OF CROWD CONTROL BARRIERS	£ 36.00
BANKLINE	VIKING PAYMENTS - STATIONERY	£ 124.15
BANKLINE	LEISURELITES - CHRISTMAS LIGHTS	£ 4,590.00
BANKLINE	HANDICENTRE - REPAIR/MAINT MATERIALS	£ 46.48
BANKLINE	HANDICENTRE - REPAIR/MAINT MATERIALS	£ 157.39
BANKLINE	NEWARK TOWN BAND - CHRISTMAS FAIR ENTERTAINMENT	£ 175.00
BANKLINE	D & R SIMMONDS - CHRISTMAS TREE	£ 188.10
BANKLINE	KEN WALLER MARKET EQUIPMENT - HIRE OF STALLS/MARQUEE	£ 1,275.00
9764	D HOLLAND - FAIR MARSHALLING	£ 90.00
9765	N ROBERTS - FAIR MARSHALLING	£ 20.00
9767	E MALLOY - FAIR MARSHALLING	£ 75.00
9768	PETTY CASH	£ 99.53
		<b>£ 7,005.89</b>

Continued...../

## REPORT 'C'

Minutes of a meeting of the **Policy & Resources Committee**  
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Church Street, Bingham, on **Tuesday, 9<sup>th</sup> December, 2014**,  
at **7.00 p.m.** continued.....

## Accounts Paid 9th December 2014

	Window cleaning	Petty Cash	25.00
	Civic Service sundries	Petty Cash	16.73
	Parking questionnaire printing	Petty Cash	13.50
	Parking fee (P/Forum)	Petty Cash	3.00
	Flower bowls	Petty Cash	1.00
DD	Trade Waste collection	Wastecycle Ltd	61.54
DD	Non domestic rates	RBC	565.00
DD	Non domestic rates	RBC	58.00
DD	BANKLINE CHARGES	Nat West	25.97
DD	Monthly broadband charge	Talk Talk	15.31
Bankline	WAGES M7	WAGES M7	3,738.97
Bankline	WAGES M7	WAGES M7	386.25
Bankline	WAGES M7	WAGES M7	2,961.01
DD	Bank charges	Nat West	20.08
DD	Trade Waste collection	Wastecycle Ltd	61.54
DD	OCH Gas/Elec Bill	Utility Warehouse	208.50
DD	Cem Elec bill	Utility Warehouse	8.35
Bankline	Memorial seat	Furnitubes	608.40
Bankline	Keyholding	Gener8 Finance Ltd	84.00
	Mobile phone top up	Petty Cash	10.00
	Postage	Petty Cash	1.48
	Workwear	Petty Cash	20.00
	Christmas wrapping paper	Petty Cash	4.00
	Window cleaning	Petty Cash	25.00
	Workwear	Petty Cash	20.00
	Workwear	Petty Cash	80.00
Bankline	Grave digging fees	A Buckingham	380.00
Bankline	Dog bin bags	Arrow Flexible Packaging	193.50
Bankline	Fuel Account	Allstar Business Solutions	120.57
Bankline	Jet washer	Viking Payments	454.80
Bankline	Stationery	Viking Payments	44.22
Bankline	Santa's gifts	The Book People	52.98
Bankline	Hire of Market Stalls/Marquees	Ken Waller Market Stalls	1,795.00
Bankline	Tree inspection & report	AT2 Tree Surgery	495.00
Bankline	Grant aid	Bingham Twinning Assoc	250.00
Bankline	Copier charge	Reprotec Connect For	191.92
Bankline	Grant aid	BTYFC	300.00

Continued...../

## REPORT 'C' continued.....

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

Accounts presented 9<sup>th</sup> December 2014

Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	43.39
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	11.51
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	3.08
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	12.86
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	19.12
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	150.11
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	1.16
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	4.20
Bankline	Stationery	Viking Payments	140.68
Bankline	CCTV Maint contract	Central Security Systems Ltd	480.00
Bankline	FS 360 Hedgecutters	Henton & Chattell	1,053.60
Bankline	Flower towers	Plantscape Ltd	302.40
Bankline	Hand Towels	NCC Supplies	36.48
9761	Remembrance wreath	Royal British Legion	17.00
9763	Radiator repairs to C Chamber	Rowlson Plumbing & Heating	202.73
Bankline	Christmas Fair posters	Printwise	182.40
Bankline	PAYE M 8	HMRC	803.50
Bankline	PAYE M8	HMRC	891.46
Bankline	Superann M8	NCC Pension Fund	1,156.16
Bankline	Superann M8	NCC Pension Fund	78.15
Bankline	LH AVC's	Prudential	100.00
Bankline	Parts & repairs	J R Mowers	147.78
Bankline	WAGES M8	WAGES M8	3,538.46
Bankline	WAGES M8	WAGES M8	2,915.87
Bankline	WAGES M8	WAGES M8	386.25
DD	Bank charges	Nat West	18.96
DD	Trade Waste collection	Wastecycle Ltd	63.67
DD	OCH Gas/Elec Bill	Utility Warehouse	435.64
DD	Cem Elec bill	Utility Warehouse	9.97
DD	OCH Phone bill	Utility Warehouse	72.45
DD	Copier lease payment	Siemens Financial Services	287.40
DD	Non domestic rates	RBC	565.00
DD	Non domestic rates	RBC	58.00
DD	BANKLINE CHARGES	Nat West	23.39
Bankline	Fuel Account	Allstar Business Solutions	256.04
Bankline	Butt Field Fertiliser treatment	Prograss	2,400.00
Bankline	Workwear	Alexandra	95.66
			<b>£ 30,265.15</b>

Continued...../

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**BANKLINE TRANSACTIONS - SUMMARY OF BANKLINE PAYMENTS:**

P & R	SUPPLIER'S NAME	£ p	DATE OF PYMT	NATWEST PYMT. REF.
09.12.14	OCT SALARIES	7086.23	30.10.14	VARIOUS
09.12.14	OCS GROUP	751.25	20.10.14	232080084
09.12.14	RBC	192.50	22.10.14	232479751
09.12.14	CHANDLERS OIL & GAS	794.10	22.10.14	232481230
09.12.14	PRUDENTIAL	100.00	22.10.14	232481522
09.12.14	NCC PENSION FUND	1268.38	22.10.14	232482178
09.12.14	HMRC	1813.40	22.10.14	232482442
09.12.14	A BUCKINGHAM	380.00	06.11.14	234912644
09.12.14	ARROW FLEXIBLE PKG	193.50	06.11.14	234913763
09.12.14	ALLSTAR BUS SOL	120.57	06.11.14	234914158
09.12.14	VIKING PAYMENTS	454.80	06.11.14	234917250
09.12.14	VIKING PAYMENTS	44.22	06.11.14	234917250
09.12.14	THE BOOK PEOPLE	52.98	06.11.14	234917600
09.12.14	KEN WALLER	1795.00	06.11.14	234917947
09.12.14	AT2 TREE SURGERY	495.00	06.11.14	234918274
09.12.14	BING TWINNING ASSOC	250.00	06.11.14	234918720
09.12.14	REPROTEC	191.92	06.11.14	234919408
09.12.14	BTYFC	300.00	06.11.14	234920120
09.12.14	HANDICENTRE	89.96	13.11.14	235955810
09.12.14	HANDICENTRE	155.47	13.11.14	235955810
09.12.14	VIKING PAYMENTS	140.68	13.11.14	235956332
09.12.14	CENTRAL SECURITY	480.00	13.11.14	235956920
09.12.14	SALARIES	6840.58	27.11.14	VARIOUS
09.12.14	HENTON & CHATTELL	1053.60	20.11.14	237072282
09.12.14	PLANTSCAPE	302.40	20.11.14	237072684
09.12.14	NCC COUNTY SUPPLIES	36.48	20.11.14	237077114
09.12.14	PRINTWISE	182.40	27.11.14	238235544
09.12.14	HMRC	1694.96	27.11.14	238236009
09.12.14	NCC PENSION FUND	1234.31	27.11.14	238238101
09.12.14	PRUDENTIAL	100.00	27.11.14	238238539
09.12.14	JR MOWERS	52.00	27.11.14	238239246
09.12.14	JR MOWERS	1.57	27.11.14	238239246
09.12.14	JR MOWERS	94.21	27.11.14	238239246
		<b>28742.47</b>		



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

### **PROPOSED ENVIRONMENT COMMITTEE RECOMMENDATIONS**

1. More parking capacity needed to cater specifically for long term parking.
2. That two sites are further considered as potential car parking sites, these being the only ones that are potentially viable.
3. Timed parking regulations should be introduced in the 3 central car parks but only if & when appropriate long term parking is available.
4. Extension of 2 hour parking around the Market square to include the bays .
5. The principle that free parking should continue to be available in the Town Centre to stimulate trade and aid visits to services.
6. In the short term to consider reviewing regulated on street parking with a view to it being more effective.
7. To encourage Town Centre Businesses & Organisations to consider Travel Plans as a way of cutting down on staff vehicles in the Town Centre ie. car sharing, home working etc.
8. To investigate issues raised by the Community Survey - Community mini-bus scheme, increased cycle facilities and lower speed limits in the Town Centre.

In line with the recommendations as per Environment Committee minutes.

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, 9<sup>th</sup> December, 2014**, at **7.00 p.m.** continued.....

**COMMUNITY LED PLAN MEETING  
17 NOVEMBER 2014**

I attended in place of Tony Fox, who was otherwise engaged and Tracey Kerry who was recovering from illness.

Attendance was good with only a couple of people missing. All seemed positive toward the project. Main topics and issues discussed were as follows:

**Funding**

- Income: £450 from County Cllr Suthers  
£60 from Lloyds Bank
- Approaches made to District Councillors. Only one positive response to date.
- Application made to Lottery Fund
- Approaches to be made to Town Council for a grant towards known expenses and Rushcliffe Community Partnership
- I also suggested the Group try "Our Space"
- Peter had not received confirmation of room booking for year from BTC yet

**Christmas Fair**

- Two versions of leaflet to be handed out at fair and circulated with Buttercross tabled.
- Purpose of stall at Fair (and leaflet) would be to inform of Groups existence, invite people to open meetings in January and seek people views of things they would like to see. Possibly by using sticky notes on a pin board (20 or so in place beforehand) Fair Planning Group to determine detail
- Costs for printing and insertion Buttercross would be about £185
- Banner also to be printed for Fair and other general use. Costs approx. £60
- Sub Group formed to finalise wording on leaflet and banner and to be responsible for arranging printing
- Planning group formed to examine details for the Fair stall. Group to include Tony Fox
- Point made several times that Group wished to be seen as completely separate to Town Council
- Peter noted that the Town Council were moving forward with its own Car Park Group. I advised that a meeting needed to be held to share views on this issue. Tony to speak to Peter.

**Logo**

- Consideration given to a series of possible logos and one agreed unanimously (I will have a copy at P/R). Text subject to change

**Website**

- Outline structure and home page designed by Jo agreed.
- Website to go live from 5<sup>th</sup> December
- Peter to supply initial content.
- Contacts. General Info@ email would link to Peter.. List of group names and biogs with a photo would be included. Template bio to be circulated by Deputy Chair.
- Following lengthy discussion, email agreed at [binghamcommunityledplan.org](mailto:binghamcommunityledplan.org)
- Site would be hosted by Jos company at discounted rate of £75 per year. Domain costs under £10

**Public Events in January**

- Following lengthy debate agreed that dates would be Wednesday 28<sup>th</sup> January 2 – 8pm, Thursday 10 – 1.30pm and Saturday 31<sup>st</sup> 10 – 1.30pm. It was felt that these times would maximise attendance
- All events at Methodist Hall. Approx. £25 per session
- Sub group formed to examine content and style of day.

**Future Meetings**

- Agreed that all future meetings to continue on third Monday of the month

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, 9<sup>th</sup> December, 2014,**  
at **7.00 p.m.** continued.....

2015/2016 BUDGETS TO COMMITTEE 9TH DEC 2014

<b>Finance</b>	<b>Budget</b>	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
	<b>2014/2015</b>	<b>@ 30-Sep- 14</b>	<b>31-Mar-15</b>	<b>2015/2016</b>
<u>Expenditure</u>				
Salaries inc NI/Supern	72000	35263	72000	72000
Audit	2000	680	1000	1000
Office expenses	5500	2569	5500	5000
Subscriptions/Training	5000	1522	3500	5000
Travel/Mileage	400	0	100	400
Civic Expenses	2500	149	1500	2500
Insurance	2000	1938	1938	2000
Advertising	700	0	100	700
Grant Aid	4000	2165	4000	5000
Trans to Prop/Land Reserv.	20000	0	20000	20000
Risk Management Reserve	2500	0	2500	2500
Elections	0	0	0	4000
	<b>116600</b>	<b>44286</b>	<b>112138</b>	<b>120100</b>
Less Income				
RBC Transitional relief	-18960	-18960	-18960	-16090
Office expenses refunded		-7	-20	
Investments	-500	-144	-200	-500
	<b>97140</b>	<b>25175</b>	<b>92958</b>	<b>103510</b>

<b>Depot</b>	<b>Budget</b>	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
	<b>2014/2015</b>	<b>@ 30-Sep- 14</b>	<b>31-Mar-15</b>	<b>2015/2016</b>
<u>Expenditure</u>				
Eqpt Service/maintenance	4000	3,802	5,000	4000
Depot Maintenance	400	239	400	400
Mobile Telephones	250	80	200	250
Alarm	300	116	250	300
Tools/Small Equipment	100	163	200	100
Clothing	400	0	200	400
Wages	54450	25,598	54,450	54450
Vehicle Tax/Insurance	1500	941	941	1500
Fuel	3500	1,704	3,500	3500
Trans to Depot Reserve	5600	0	5,600	5600
	<b>70500</b>	<b>32,643</b>	<b>70,741</b>	<b>70500</b>
Less income				
Grass cutting	-1350		-1,250	-1350
Miscel		-76	-76	
	<b>69150</b>	<b>32,567</b>	<b>69,415</b>	<b>69150</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, 9<sup>th</sup> December, 2014**, at **7.00 p.m.** continued.....

<b>Old Court House</b>	<b>Budget 2014/2015</b>	<b>Actual @ 30-Sep- 14</b>	<b>Estimated 31-Mar-15</b>	<b>Budget 2015/2016</b>
<u>Expenditure</u>				
Caretaker	5600	2687	5600	5600
Insurance	1000	969	969	1000
Water rates	750	427	850	750
Non domestic rates	6000	3392	5652	6000
Gas/Electricity	6000	1986	6000	6000
Repairs/ Maintenance	5500	11639	15000	5500
Equipment	400	0	200	400
Transfer to OCH				
Reserve	1000	0	1000	1000
Room Hire / CC Refund	0	150	150	0
Civil Ceremony Licence	0	0	0	0
	<b>26250</b>	<b>21249.71</b>	<b>35421</b>	<b>26250</b>
Less Income				
Rents	-8500	-8,684	-12000	-8500
Elec refund				
Civil Ceremonies	-150	-740	-890	-150
Hirings	-1750	-2,960	-3500	-1750
	<b>15850</b>	<b>8,865</b>	<b>19031</b>	<b>15850</b>

2015/2016 ENVIRONMENT BUDGETS AGREED 2ND DEC. 2014

<b>Environment</b>	<b>Budget 2014/2015</b>	<b>Actual @ 30-Sep-14</b>	<b>Estimated 31-Mar-15</b>	<b>Budget 2015/2016</b>
<u>Expenditure</u>				
General Maintenance	640	2	50	640
Beautiful Bingham	5500	3,795	4300	5500
Litter/Dog Bins (Env & Rec)	450	0	450	450
Transfer to Environment				
Reserve	500	0	500	500
	<b>7090</b>	<b>3,798</b>	<b>5300</b>	<b>7090</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, 9<sup>th</sup> December, 2014,**  
 at **7.00 p.m.** continued.....

**2015/2016 BUDGETS RECOMMENDED BY COMMUNITY COMMITTEE 11TH  
 NOV 2014**

**Community**

	<b>Budget 2014/2015</b>	<b>Actual @ 30-Sep-14</b>	<b>Estimated 31-Mar-15</b>	<b>Budget 2015/2016</b>
<u>Expenditure</u>				
CCTV Maintenance	700	0	400	700
Notice Boards	200	0	50	200
Town Map	15	0	10	0
Trans to Comm. Reserve	350	0	350	350
	<b>1265</b>	<b>0</b>	<b>810</b>	<b>1250</b>
<u>Less Income</u>				
Map sales	-15	0	-10	0
CCTV Grant				
	<b>1250</b>	<b>0</b>	<b>800</b>	<b>1250</b>

**PROMOTIONS**

	<b>Budget 2014/2015</b>	<b>Actual @ 30-Sep-14</b>	<b>Estimated 31-Mar-15</b>	<b>Budget 2015/2016</b>
<u>Expenditure</u>				
Town Fair	7000	3580	5580	7000
Christmas Fair	2750	151	2750	2750
Christmas lights	6500	0	6500	6500
Other promotions	1000	-72	500	1000
Web Site	1500	1200	1200	1500
Town News/leaflets	2000	568	2500	2500
Town Guide/Promotional Literature	0	0	0	2100
Market Celebrations	1500	1188	1188	0
WW1 Commemoration	250	0	0	0
	<b>22500</b>	<b>6615</b>	<b>20218</b>	<b>23350</b>
<u>Less Income</u>				
Other Promotions (Mkt Celebration)		-1800	-1800	
Town Fair	-4000	-2730	-2730	-4000
Christmas Fair	-1200	-910	-1200	-1200
	<b>17300</b>	<b>1175</b>	<b>14488</b>	<b>18150</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, 9<sup>th</sup> December, 2014**,  
at **7.00 p.m.** continued.....

2015/2016 BUDGETS RECOMMENDED BY COMMITTEE 25TH NOV 2014

**Allotments**

Expenditure

Rent (1)  
Water charges  
Maintenance (2)  
Tenants rental

	<b>Budget 2014/2015</b>	<b>Actual @ 30-Sep- 14</b>	<b>Estimated 31-Mar-15</b>	<b>Budget 2015/2016</b>
Rent (1)	360	379	379	360
Water charges	500	178	320	500
Maintenance (2)	500	109	250	500
Tenants rental				
	1360	666	949	1360
<u>Less Income</u>				
Rent (3)	-1000	-834	-1800	-1000
	<b>360</b>	<b>-168</b>	<b>-851</b>	<b>360</b>

**Cemetery/Church Yard**

Expenditure

Rates  
Water/drainage  
Grave Digging  
Electricity  
Maintenance  
Memorials

	<b>Budget 2014/2015</b>	<b>Actual @ 30-Sep- 14</b>	<b>Estimated 31-Mar-15</b>	<b>Budget 2015/2016</b>
Rates	600	345	577	600
Water/drainage	250	102	220	250
Grave Digging	1500	570	1200	1500
Electricity	500	-44	200	500
Maintenance	500	725	800	500
Memorials	1000	0	0	1000
	4350	1698	2997	4350
<u>Less Income</u>				
Fees & Memorials	-5000	-4260	-5000	-5000
	<b>-650</b>	<b>-2562</b>	<b>-2003</b>	<b>-650</b>

**Recreation**

Expenditure

Play Area/ Open space Maint.  
Tree/Shrubbery Maint.  
Rent  
Sports Pitch Maintenance  
Trans to Recreation Equipment  
Reserve

	<b>Budget 2014/2015</b>	<b>Actual @ 30-Sep- 14</b>	<b>Estimated 31-Mar-15</b>	<b>Budget 2015/2016</b>
Play Area/ Open space Maint.	4500	4,414	5000	4500
Tree/Shrubbery Maint.	2500	640	2500	2500
Rent	175	175	175	175
Sports Pitch Maintenance	12000	9,505	12000	8000
Trans to Recreation Equipment				
Reserve	12381	0	12381	16381
	31556	14,734	32056	31556
<u>Less Income</u>				
Play Area Inc	0			0
Rents	-1000	-500	-1000	-1100
Pitch works contribution	-3067	-1,537	-3067	-3067
Wayleaves	-120	-169	-169	-120
	<b>27369</b>	<b>12,528</b>	<b>27820</b>	<b>27269</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, 9<sup>th</sup> December, 2014**, at 7.00 p.m. continued.....

**2015/2016 BUDGET RECOMMENDATIONS FOR FULL COUNCIL MEETING TO BE HELD 13 JANUARY 2015**

	<b>Budget 2014/2015</b>	<b>Actual @ 30-Sep-14</b>	<b>Estimated 31-Mar-15</b>	<b>Budget 2015/2016</b>
<b>Revenue</b>				
Allotments	360	-168	-851	360
Cemetery	-650	-2562	-2003	-650
Community	1250	0	800	1250
Depot	69150	32567	69415	69150
Environment	7090	3798	5300	7090
Finance	97140	25175	92958	103510
Old Court House	15850	8865	19031	15850
Promotion	17300	1175	14488	18150
Recreation	27369	12528	27820	27269
	<b>234859</b>	<b>81378</b>	<b>226958</b>	<b>241979</b>

**Earmarked Reserves 2014/2015 transactions as at 30th Sept 2014**

	<b>31.03.14</b>	<b>Rcpts</b>	<b>Pymts</b>	<b>31.03.15</b>
Allotments	0			0
Cemetery	0			0
Community	2000	350		2,350
Depot	22892.82	5600		28,493
Environment	1000	500		1,500
Gen Reserve	140,765		-2268	143,033
Office Eqpt	0			0
Old Court House Reserve	3420	1000		4,420
Promotion	0			0
Risk Management reserve	6000	2500		8,500
Property Development Reserve	61418.71	20000		81,419
Recreation	17288.48	12381	-645	30,314
	<b>254,785</b>	<b>42,331</b>	<b>-2,913</b>	<b>300,029</b>

<b>Budget Requirement 14/15</b>	<b>234859</b>	includes transitional relief of £18960 see Finance
<b>Council Tax Base per band D</b>	<b>3252</b>	
	<b>£72.22</b>	

<b>Budget 15/16</b>	<b>241,979</b>	includes transitional relief of £16090 see Finance as per email dated 5th Dec. 2014
<b>Council Tax Base per band D</b>	<b>3343.6</b>	
	<b>£72.37</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, 9<sup>th</sup> December, 2014**, at 7.00 p.m. continued.....

**Report to the Policy and Resources Committee 9<sup>th</sup> December 2014**

**Matter for Decision – Agenda item subscriptions**

**Subscriptions**

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**Subscriptions**

At this time of year the Committee normally recommends to Council the renewal of subscriptions for the year.

The Council normally pays the following subscriptions:

	£
(a) Society of Local Council Clerks	235.00
(b) C.P.R.E.	36.00
(c) Local Councils Advisory Service	336.00
(d) Local Councils Update	75.00

The Committee is asked to recommend payment of these subscriptions to Full Council.



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, 9<sup>th</sup> December, 2014**, at **7.00 p.m.** continued.....

**20152016 CALENDAR**

		Meeting starts 7.00 p.m.	7.15 p.m.
<b>Good Friday</b>	<b>April 3rd</b>		
<b>Easter Monday</b>	<b>6th</b>		
Tuesday	7th	Planning	Environment
Tuesday	14th	Policy & Resources	
Tuesday	21st		
Tuesday	28th	<b>commences at 7.30pm Annual Town Meeting</b>	
<b>Monday</b>	<b>May 4th</b>	<b>May Day Bank Holiday</b>	
Thursday	7 <sup>th</sup>	<b>ELECTIONS</b>	
Tuesday	19th	<b>Full Council – Statutory Annual Meeting</b>	
<b>Monday</b>	<b>25th</b>	<b>Spring Bank Holiday</b>	
Tuesday	26 <sup>th</sup>		
<b>Tuesday</b>	<b>June 2nd</b>	Planning	Community
Tuesday	9 <sup>th</sup>	<b>Full Council–(Final Accounts Only)</b> Recreational & Cemetery	
Tuesday	16th	Planning	Environment
<b>Tuesday</b>	<b>23rd</b>	Policy & Resources	
Tuesday	30th		
<b>Tuesday</b>	<b>July 7<sup>th</sup></b>		
Tuesday	14 <sup>th</sup>	<b>Full Council</b>	
Tuesday	21st	Planning	Community
Tuesday	28th	Recreational & Cemetery	
<b>Tuesday</b>	<b>August 4th</b>		
Tuesday	11th	Planning	Environment
Tuesday	18th	Policy & Resources	
<b>Monday</b>	<b>24th</b>	<b>Summer Bank Holiday</b>	
Tuesday	25th		
<b>Tuesday</b>	<b>September 1st</b>	<b>Full Council</b>	
Tuesday	8th	Planning	Community
Tuesday	15th		
Tuesday	22nd	Recreational & Cemetery	
Tuesday	29th		
<b>Tuesday</b>	<b>October 6th</b>	Planning	Environment
Tuesday	13th		
Tuesday	20th	Policy & Resources	
Tuesday	27th		
<b>Tuesday</b>	<b>November 3rd</b>	<b>Full Council</b>	
Tuesday	<b>November 10th</b>	Planning	Community
Tuesday	17th		
Tuesday	24th	Recreational & Cemetery	

Tuesday	<b>December</b>	1st	<b>Meeting start: 7.00 p.m.</b>	<b>7.15 p.m.</b>
Tuesday		8th	Planning	Environment
Tuesday		15th	Policy & Resources	
<b>Tuesday</b>		<b>22nd</b>		
<b>Friday</b>		<b>25th</b>	<b>Christmas Day</b>	
<b>Saturday</b>		<b>26th</b>	<b>Boxing Day</b>	

2016

<b>Friday</b>	<b>January</b>	1st	<b>New Year's Day</b>	
<b>Tuesday</b>		5th		
Tuesday		12th	<b>Full Council</b>	
Tuesday		19th	Planning	Community
Tuesday		26th	Recreational & Cemetery	
Tuesday	<b>February</b>	2nd		
Tuesday		9th	Planning	Environment
Tuesday		16th	Policy & Resources	
Tuesday		23rd		
<b>Tuesday</b>	<b>March</b>	<b>1st</b>	<b>Full Council</b>	
Tuesday		8th	Planning	Community
Tuesday		15th		
Tuesday		22nd	Recreational & Cemetery	
<b>Good Friday</b>		<b>25th</b>		
<b>Easter Monday</b>		<b>28th</b>		
Tuesday		29th		
Tuesday	<b>April</b>	5th	Planning	Environment
Tuesday		12th	Policy & Resources	
Tuesday		19th		
Tuesday		26th	<b>Annual Town Meeting - commences at 7.30pm</b>	
<b>Monday</b>	<b>May</b>	<b>2nd</b>	<b>May Day Bank Holiday</b>	
<b>Tuesday</b>		<b>3rd</b>		
<b>Tuesday</b>	<b>May</b>	<b>10th</b>	<b>Full Council – Statutory Annual Meeting</b>	