

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, 28th October, 2008, at 7.00 p.m.**

PRESENT:

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

DECLARATIONS OF INTEREST:

There were no Declarations of Interest received.

APOLOGIES:

There were no apologies for absence received as all members present.

1.00 MINUTES:

The Minutes of the meeting held on the 26th August, 2008, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record. The Clerk reported that a quotation had been received for repairs to Grantham Road notice board at a cost of £150.00; a further quotation has been requested from Phil Selby.

2.00 BUDGET REPORT 'A':

The budget position as at 30th September, 2008, was presented and approved. Agreed Clerk to look into energy costs for any savings available.

3.00 ACCOUNTS FOR PAYMENT:

Accounts were presented for payment and approved. (See Appendix 1).

4.00 ACCOUNTS PAID:

Accounts paid since the last meeting were presented and approved. (See Appendix 2). Clerk to query two line entries for same amount to ensure duplication error had not occurred. The negative figure also related to an unrepresented cheque which had now been replaced.

5.00 2007/08 ACCOUNTS - UPDATE:

The Clerk confirmed accounts had been signed off by the External Auditor, qualifying them just by relating to the fact that reviews of effectiveness had not taken place. A Conclusion of Audit notice had been published. There was a brief discussion on risk management and it was agreed to obtain a quotation for an evac chair and put to next Policy & Resources Committee meeting.

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6.00 OLD COURT HOUSE - BOOKINGS AND TENANCIES:

The Clerk provided a list of bookings from 1st April, 2008, to 25th October, 2008, and also a list of current tenants and annual rental figures. It was agreed the Clerk to confirm when next review is due and seek guidance on calculation. Room hire charges also to be reviewed and comparative figures on other venues to be sought.

7.00 APPLICATIONS FOR GRANT AID:

Requests for grant aid had been received as follows:-

01 Sherwood Foresters

It was agreed to recommend a donation of £100.00.

02 Mencap

It was agreed to recommend a donation of £100.00.

8.00 CORRESPONDENCE:

01 Byelaws

This document was noted and it was agreed to support a simpler process and also liaise with Rushcliffe Borough Council.

02 N.A.L.C. Courses

Budget & Finance Training, 26th November, 2008. It was agreed for Clerk and Chairman to attend.

03 Legal Services

A letter had been received from Rushcliffe Borough Council, confirming provision of its services if required. Noted.

04 Rushcliffe Support Services

The Clerk to confirm if the meeting on 5th December, 2008, is for Bingham Town Council to fund.

05 Ex Moor Lane Allotment Holder

A letter had been received from an ex Moor Lane tenant, now re-sited on Hill Drive allotments, and who is requesting a refund of previous rental paid. It was agreed that the Clerk should address this matter and ensure all ex Moor Lane allotment tenants are treated in the same manner.

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9.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

"That the Press and public be excluded from the remainder of the meeting as publicity of the matters yet to be discussed are prejudicial to the public interest by reason of the confidential nature of the business about to be transacted."

The following matters were discussed:-

- 01 Staffing Matters
- 02 Clerk's Report 'C'
- 03 Fencing Tenders
- 04 Land Swap Proposal

As there was no further business to transact, the meeting finished at 8.55 p.m.

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CHAIRMAN

Date:

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Accounts for Payment 28.10.08	
Handicentre (Bingham) Ltd - repair/maint materials	194.14
Cannon - OCH SDU contract	465.58
TES - lift repair call outs	249.86
HM Jarrow - Town News/Civic Service photocopying	138.60
A Buckingham - gravedigging	240.00
Platts Harris - servicing	302.67
Wages w30/M7	<u>3,840.78</u>
	<u>5,431.63</u>

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Accounts paid 28 October 2008

Cheq. No.			
Auto	Wages 21	Wages w21/M5	73.72
Auto	Wages w21	Wages w21/M5	824.10
Auto	Wages w21/M5	Wages w21/M5	2,830.48
DD	Bank Charges	Nat West	46.45
8245	Butt Field Pav Val 1	Beaufort Construction	140,658.20
8246	Cem Water bill	Severn Trent Water	220.87
8246	Allot water bill	Severn Trent Water	339.38
8247	consumables/postage/lam	Petty Cash	61.33
8247	Fuel	Petty Cash	50.00
8247	Garden comp photo frame	Petty Cash	3.50
8247	Windows/keys/consumables	Petty Cash	50.99
8248	LH AVC's	Prudentia	100.00
		I	
8249	Superannuation M5	NCC	981.27
8249	Superannuation M5	NCC	73.65
8250	Tax/NI M5	HMRC	953.19
8250	Tax/NI M5	HMRC	1,461.68
8251	Tax/NI M4	HMRC	1,109.61
8251	Tax/NI M4	HMRC	952.54
Auto	Wages w22	wages w22	789.11
Auto	Wages w22	wages w22	79.30
Auto	Wages w22	wages w22	73.72
DD	Mobile phone bill	O2	12.94
DD	Monthly broadband charge	Tiscali	17.99
8252	Fuel	Petty Cash	35.04
8252	Wynhill Activity Day photocopying	Petty Cash	33.60
8252	Postage/calls/consumables	Petty Cash	49.06
8253	Building Regs, Butt Field Pav	RBC	1,799.99
8254	Copier charge	Reprotec Office Solutions	5.55
8255	New Lap top	L Holland	282.96
8256	VAT consult. fees re Butt Field	County VAT Consultancy	56.25
8257	Architects fees re Butt Field	HSSP Architects	4,700.00
8258	Grave digging	A Buckingham	360.00
8259	Fees re installation of new PC	David Holland	270.00
auto	Wages w23	Wages w23	967.77
auto	Wages w23	Wages w23	79.30
auto	Wages w23	Wages w23	83.72
DD	non domestic rates	RBC	647.00
DD	OCH elec bill	Eon	280.00
8260	Warranty upgrade on new PC	Computerlink (Leicester) Ltd	57.58
8261	Wayfinder path clearance	SP Rose	336.40
8262	OCH Clock repair	D A Lyon	250.00
8263	Mower blades	Mitchell Industries	157.46
Auto	Wages w24	Wages w24	886.35
Auto	Wages w24	Wages w24	79.30
Auto	Wages w24	Wages w24	83.72

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8264	Wynhill Activity Day expenses	C Pegg	152.98
8265	Wynhill Activity Day Artist fees	Nathan Bainbridge	500.00
8266	Town News	H Jarrow	110.00
8267	Telephone charges	BT	207.48
8267	Telephone charges	BT	55.15
8267	Telephone charges	BT	55.15
8268	Dog poop bags	Arrow Packaging	158.62
8269	Audit fees	Clement Keys Chartered Accountants	1,233.75
8270	OCH shelving	L Holland	54.98
Auto	Wages w25/M6	Wages w25/M6	2,955.80
Auto	Wages w25	Wages w25/M6	73.72
Auto	Wages w25	Wages w25/M6	669.02
8271	Town News inserts	Bingham Parish Church	540.00
8272	Grave digging	A Buckingham	120.00
8273	New Tractor 1st lease payment	HFGL Ltd	569.88
8275	Bolts/tester/batteries	Handicentre(Bingham)	23.59
8275	Padlock/keys	Handicentre(Bingham)	26.98
8275	Cleaning materials	Handicentre(Bingham)	4.14
8276	Mileage (litter picking)	B Gardner	67.20
8277	Wynhill Activity Day circus skills	Martin Heaton	180.00
8278	Butt Field Pav Val 2	Beaufort Construction	49,054.91
8279	Tax/NI M6	HM Revenue & Customs	1,685.47
8279	Tax/NI M6	HM Revenue & Customs	875.06
8280	Superannuation M6	NCC	1,003.49
8280	Superannuation M6	NCC	94.20
8281	LH AVC's	Prudentia	100.00
8282	Accounts support fees	Ian Lockwood	325.00
Auto	Wages w26	Wages w26	989.53
Auto	Wages w26	Wages w26	103.60
Auto	Wages w26	Wages w26	79.30
DD	Bank Charges	Nat West	51.68
8027	Mileage claim (chq not rec'd)	A R Harvey	-20.08
8283	Wynhill play equipment parts	Proludic Ltd	449.46
8284	Pitch marker	Rigby Taylor Ltd	69.18
8285	Lift Service contract	TES	121.61
8286	Keyholding service	RBS Invoice Finance Ltd	39.95
8287	Copier charge	Reprotec Office Solutions	18.64
8288	OCH alarm call out charge	Chubb Security	99.88
8289	fuel	Petty Cash	100.01
8289	Flowers	Petty Cash	4.00
8289	office expenses	Petty Cash	38.08
8289	Windows	Petty Cash	20.00
8290	Hire of Playing field	Robert Miles School	130.00
8291	Dog waste collection	RBC	153.06
8291	Trade waste collection	RBC	139.01
8292	CiLCA training fee	SLCC	150.00
8293	Grave digging re Clarke/Sayers	A Buckingham	240.00
Auto	Wages w27	Wages w27	669.02
Auto	Wages w27	Wages w27	79.30
Auto	Wages w27	Wages w27	73.72

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8294	Butt Field pitch works	Midwest Landscaping Ltd	73,438.77
8295	Diesel oil	Chandlers Oil & Gas	822.48
8296	Wayfinder path clearance	A & FW Cockayne	287.47
8297	B/Field Discharge of plann cond	RBC	85.00
8298	Crossword prize	Mrs K Anderson	20.00
8299	Butt Field consultancy fees	Agrostis	2,601.78
8300	Stationer	Viking Direct	127.98
	y		
Auto	Wages w28	Wages w28	905.91
Auto	Wages w28	Wages w28	79.30
Auto	Wages w28	Wages w28	83.72
8301	Butt Field Pav Val 3	Beaufort Construction	61,274.48
8302	Keyholding service	RBS Invoice Finance Ltd	39.95
8303	Stationer	Viking Direct	120.15
	y		
Auto	Wages w29	Wages w29	801.65
Auto	Wages w29	Wages w29	79.30
Auto	Wages w29	Wages w29	83.72
			<u>368,812.25</u>