

Minutes of a meeting of Bingham Town Council held in the Council Chamber at The Old Court House, Church Street, Bingham, on Tuesday 9 January 2018 at 7.00pm

PRESENT:

Councillors: R Bird (Chair), S Hull, F Purdue-Horan, S Orr, A Shelton, K Vallance, Jane Costello, G William, Jim Costello, J Stockwood, J Best, P Moskwa and M Stockwood.

Officers: S Pyke (Town Clerk), J Riddle (Deputy Clerk).

Also in attendance: 4 Public

1. APOLOGIES

An apology for absence was received and accepted from Councillor Davidson.

2. DECLARATIONS OF INTEREST

Councillor Bird – declared a personal interest in any items relating to the Vale First Responders, U3A and Bingham Heritage Trails Association.

Councillor Hull – declared a personal interest in any items relating to the Allotments.

Councillor Costello – declared a pecuniary interest in any items relating to Toot Hill School.

Councillor Orr – declared a pecuniary interest in item 19, Grant Aid Application.

3. QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

Standing Orders were suspended at 7.02pm.

Questions were raised from a member of the public in relation to Bingham Town Sports Club. They requested an update from Councillors on the maintenance of the pitches at the Sports Club. They explained that the club were frustrated and felt no action was being taken.

The Clerk updated that a request for verti-quaking had been made but due to a drop in temperatures in December and the backlog in work that the temperatures caused, the work had not proceeded. The grounds maintenance company requested local inspections to determine whether the pitches could be verti-drained before they came to site. A meeting between Councillors and the Football Foundation had been arranged for later in the month. Councillors explained some of the actions that had been taken over the years and that further progress would be reported after that meeting.

A query was raised in relation to the announcement of funding for a bridge joining Newton and Bingham. They requested to know if the bridge would be pedestrian or vehicular.

Council confirmed that the bridge planned was pedestrian and cycle only.

Standing Orders were re-instated at 7.14pm.

4. MINUTES

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Councillor Purdue-Horan requested that item 9, Folio 8778 was amended to read that serious discussions were taking place for a recycling centre close to Bingham.

Councillor Costello requested that item 2, Folio 8776 was amended to Jane Costello for clarity.

RESOLVED: The minutes of 12 December 2017 were taken as read, approved and signed by the Chair as a true record, subject to the amendments.

5. MAYOR'S ANNOUNCEMENTS

The Mayor welcomed the new Councillors to their first meeting of the Full Council. The welcome was warmly supported by Councillor Purdue-Horan.

The Mayor updated Council that he had undertaken the following:

- U3A Christmas event
- Retirement gathering for Mr Mick Roberts

The Mayor thanked Mr Roberts for his service to the Council and for the hard work of all staff.

The Deputy Mayor updated Council that she had undertaken the following:

- Annual Carol Service at Whatton Prison.

6. COMMITTEE MINUTES

(a) Planning Committee – 19 December 2017

It was noted that item 6, Folio 8782 should be amended to read a new primary school and contributions would be made to the current secondary school.

RESOLVED: The Minutes of the meeting of this Committee be accepted subject to the above amendment.

7. COUNCILLOR'S REPORTS

Councillor J Stockwood attended the meeting regarding the 822 bus service. The service was being used at a level expected and was a good link to Bingham for the villages. A written report would be circulated to Councillors at a later stage.

8. COUNTY AND BOROUGH COUNCILLOR'S REPORTS

Rushcliffe Borough Councillor J Stockwood reported:

- That the Rushcliffe Borough Council had arranged a feasibility study on Bingham Leisure Centre which was underway. The study is due to report back by March.

Rushcliffe Borough Councillor Purdue-Horan reported:

- That Rushcliffe Borough Council is keen to increase the number of trees within the Borough and there was a £50,000 budget. It was requested that any ideas of areas for planting of trees, be sent to the Clerk.

County Councillor Purdue-Horan passed on the apologies for Councillor Clarke who was unable to attend the Full Council meeting, due to other meeting commitments.

9. COMMITTEES

- a) To consider the dissolution of the following Committees:
- Resources
 - Personnel

Councillor Vallance raised concerns regarding the dissolution of the Personnel Committee; this was also supported by Councillor Hull. Councillor Purdue-Horan responded that a sub-committee for personnel matters would be formed under the Policy and Resources committee.

Councillor Vallance proposed an amendment to the motion and this was seconded by Councillor Hull.

A recorded vote was taken for the Continuation of the Personnel Committee:

For: Councillors Vallance, Bird, Hull and Orr

Against: Councillors Jim Costello, Purdue-Horan, Moskwa, Shelton, Best, Jane Costello, Williams, M Stockwood and J Stockwood.

The motion from Councillor Purdue-Horan for the dissolution of the Personnel and Resources Committees was seconded by Councillor J Stockwood.

A recorded vote was taken for the dissolution of the Personnel and Resources Committees

For: Councillors Jim Costello, Purdue-Horan, Moskwa, Shelton, Best, Jane Costello, Williams, M Stockwood and J Stockwood.

Against: Councillors Vallance, Bird, Hull and Orr

RESOLVED: The dissolution of the Personnel and Resources Committees

Items b, c, d and e were discussed and voted on together. An amendment to item e to align the appointment of sub-committees to each committee was made by Councillor Purdue-Horan and was seconded by Councillor J Stockwood.

Voting for items b, c, d and e were recorded as:

For: Councillors Jim Costello, Purdue-Horan, Moskwa, Shelton, Best, Jane Costello, Williams, M Stockwood and J Stockwood

Against: Councillors Vallance, Hull and Orr

Abstention: Councillor Bird

- b) To consider the introduction of the following Committees:
- Community and Environment
 - Policy and Resources
 - Recreation and Amenities

RESOLVED: to introduce the above Committees

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c) To consider the Terms of Reference of the following Committees:

- Community and Environment
- Policy and Resources
- Recreation and Amenities

RESOLVED: to accept the Terms of Reference for the new Committees Folio 8792/8793

d) To consider delegated or advisory functions of the following Committees:

- Community and Environment
- Policy and Resources
- Recreation and Amenities

RESOLVED: to give advisory functions to the new Committees

e) To consider whether to delegate the appointment of sub-committees to each Committee:

- Community and Environment
- Policy and Resources
- Recreation and Amenities

RESOLVED: to approve the appointment of sub-committees to each of the new Committees

Items f, g and h were discussed and voted on together.

Voting for items f, g and h were recorded as:

For: Councillors Jim Costello, Purdue-Horan, Moskwa, Shelton, Best, Jane Costello, Williams, M Stockwood and J Stockwood

Against: Councillors Vallance, Hull and Orr

Abstention: Councillor Bird

f) To consider Councillors for the following Committees:

- Community and Environment
- Policy and Resources
- Recreation and Amenities

RESOLVED: to accept the Councillors assigned to the Committees so far with the independent spaces being confirmed before the commencement of the first meeting. Folio 8794

g) To consider whether to elect a Chairman or to delegate to the respective Committees for:

- Community and Environment
- Policy and Resources
- Recreation and Amenities

RESOLVED: to delegate the election of a Chair to each Committee

h) To consider whether the Mayor and Deputy Mayor continue as full voting members of each Committee of the Council

RESOLVED: that the Mayor and Deputy Mayor continue as full voting members of each Committee of the Council.

10. MEETING CYCLE

The Planning Meeting on 16 January would commence at the later time of 7.30pm.

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An amendment to the proposed meeting cycle was put forward to include an extra-ordinary meeting of Full Council was requested for 13 February to set the budget and precept.

A vote was taken and was recorded as 9 votes for and 4 against.

RESOLVED: To accept the new meeting calendar Folio 8795

11. RISK MANAGEMENT

- a) To consider any risk that may have an impact on the budget for the year ending 31 March 2019 - This item was deferred to the 13 February extra-ordinary meeting of the Full Council.
- b) To review the updated Strategic Risk Register with a view to adopting - This item was deferred to the 13 February extra-ordinary meeting of the Full Council.

12. COMMUNITY PROJECTS

To identify community projects for the year ending 31 March 2019 - This item was deferred to the 13 February extra-ordinary meeting of the Full Council.

13. EDUCATION

- a) To consider a request from the Clerk in support of the commencement the Community Governance qualification
- b) If appropriate, to apply for a scholarship of £1,000
- c) If appropriate, to determine the level of support

Councillor Purdue-Horan suggested that this item be discussed under Private and Confidential, item 23. All agreed.

14. COMMUNITY LED PLAN

- a) To review progress of actions from the Community Led Plan

Councillor Bird provided a list of items for review from the Community Led Plan results. Councillor Moskwa noted that there was no mention of playparks and the positive work done should be noted. Councillor Hull felt that each point should be re-allocated to the appropriate committee.

- b) To consider the progression to a Neighbourhood Plan
Councillor J Stockwood inquired as to the list of volunteers and update on progress with the Neighbourhood Plan. It was noted that a further meeting may be required and that questions asked were outstanding. It was agreed that the Clerk would write to RCAN to gain an update and indication of how they plan to move forward.

15. BUDGET FOR THE YEAR ENDING 31 MARCH 2019

This item was deferred to the extra-ordinary meeting of the Full Council on 13 February

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16. PRECEPT FOR THE YEAR ENDING 31 MARCH 2019

This item was deferred to the extra-ordinary meeting of the Full Council on 13 February

17. PETTY CASH

RESOLVED: To increase the petty cash limit to £200 and make the corresponding changes to the Financial Regulations.

18. INVOICES

RESOLVED: To make the payment of the following invoices:

£8,200.56 to Rushcliffe Borough Council

£2,181.75 to Blachere Illumination

£14,387.00 to Henton and Chattel

19. GRANT AID

Councillor Orr left the room for the discussion and vote for item 19.

RESOLVED: To award £2,000 for the specific project noted on the application from Bingham Tennis Club.

Councillor Orr returned to the room.

20. MONITORING OFFICER

RESOLVED: To invite the Monitoring Officer to meet with Councillors to provide general advice and guidance.

21. CORRESPONDENCE

- a) Letter from the Newton Training Core inviting the Mayor to watch the training. The Mayor and Deputy Mayor to attend if both available.
- b) Letter regarding the siting of the Breast Screening Unit, comments required – all agreed that subject to the weight issues, the Market Place would be the most suitable location, or failing that the car park due to its close vicinity to the Surgery but not for a 6 month period, only whilst in use.
- c) Meeting with MP Robert Jenrick, Friday 12 January, Councillors asked to confirm planned attendance.
- d) Bingham and District Audio Magazine disc received – The Mayor would take and return at the next meeting.
- e) Mick Roberts – A thank you letter had been received for his retirement gathering and gift.
- f) Query from a local taxi driver having difficulty with locations of permitted parking for collection of fares – this item was referred to the Community and Environment Committee
- g) NALC letter from Chairman – The Clerk confirmed that the letter had been distributed to Councillors.

22. CLERK'S REPORT

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The Clerk updated Council on the following:

- Both administration vacancies had been offered and accepted and references had been requested.
- The regular users of the ground floor meeting room had been re-located to the first floor and the remedial works on the ground floor were scheduled for 1 February.
- The Clerk had agreed to be interviewed by the Bingham and District Audio Magazine.
- The Head Groundsman would be attending Jury Service from 29 January 2018.
- New Councillor training with the local provider was not for many months, but Leicestershire and Rutland Association had courses available on 22 January and 22 February. Any interest in these dates, the Clerk should be contacted.
- Next Town and Parish Forum Meeting would take place 1 March. Any interest in attending, the Clerk to be notified.

23. CONFIDENTIAL BUSINESS

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
PRIOR TO THE COMMENCEMENT OF THE NEXT BUSINESS, THE FOLLOWING
RESOLUTION WAS PROPOSED, SECONDED AND CARRIED:

“That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw”

The following matters were discussed:-

01 Confidential Notes from Council meeting 12 December 2017

RESOLVED: That the notes be approved.

02 Warner’s Paddock – An update was provided on the request by Bingham Heritage Trails Association to undertake an archaeological dig and the agreement of conditions by the tenant.

03 Staffing Matters:

RESOLVED: That the Clerk would gain written advice from the Council’s HR Consultants and then work with the Mayor and Deputy Mayor should action be required.

RESOLVED: That the Clerk had served her probationary period.

RESOLVED: That Councillors Jane Costello, Hull and Purdue-Horan to meet with the Clerk which will include continuing professional development.

Meeting Closed at: 10.24pm

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CHAIRMAN

Date:

COMMITTEE STRUCTURE AND RESPONSIBILITIES

Bold text indicates items that fall within the direct responsibility of Bingham Town Council.

COMMUNITY & ENVIRONMENT COMMITTEE

Matters appertaining to social, community, physical and environmental Bingham, including:

Promoting Bingham, the town guide, town map, publications, local fairs and events, tourism, Christmas decorations, public communications, website, social media. CCTV, liaison with the Police, youth issues and relevant public services, etc.

Tree planting, flower displays, bulb planting, street furniture, standards of maintenance, environmental improvements, litter issues, street lighting, roads, road safety, car-parking, traffic movements, public transport, air quality, etc.

Responsible for funds held in the Community and Environment budget and recommendations to the Policy and Resources Committee for capital expenditure.

The Committee shall have four members, plus the Town Mayor and Deputy Town Mayor. The Chairman and Vice-Chairman to be elected at the first meeting following the Annual Council Meeting.

RECREATION & AMENITIES COMMITTEE

Management and development of playing fields, play areas, amenity areas, Linear Park, allotment gardens, etc. Matters relating to public footpaths (rights of way.) Management and maintenance of the Grounds equipment and the two cemeteries.

Working with the Bingham Community Play Parks Group. Liaison with the Butt Field Sports Club Association and related clubs regarding Butt Field and Pavilion matters. Liaison with Bingham Rugby Club regarding the Town Pavilion and Wynhill playing field matters.

Responsible for funds held in the Recreation and Amenities budget, including Allotments, Cemeteries and Linear Park and recommendations to the Policy and Resources Committee for capital expenditure.

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The Committee shall have four members, plus the Town Mayor and Deputy Town Mayor. The Chairman and Vice-Chairman to be elected at the first meeting following the Annual Council Meeting.

POLICY & RESOURCES COMMITTEE

Responsibility for the effective management and control of the financial affairs, assets, resources and personnel of the Council. Including:

- **Co-ordination of committee draft budgets and recommendation of Town Council precept.**
- **Finance and recommendation of the capital programme and expenditure.**
- **Finance and consideration of application of Grants.**
- **Payment of accounts, wages and salaries.**
- **Statement of accounts at end of year and balance sheet, regular monitoring of accounts.**
- **Performance management and delivery of Council priorities.**
- **Terms and conditions of employment for employees.**
- **Civic functions**
- **Management of the main Council office, the Old Court House, Town office, rooms and the Depot.**
- **Co-ordination of items affecting more than one committee.**
- **Compliance with the Council's statutory obligations, lease agreements and insurance matters.**
- **Future consideration and project of a Community Centre.**

Responsible for funds held in the Finance, Old Court House budgets and co-ordination of and approval for recommendations on capital expenditure.

The Committee shall have four members, plus the Town Mayor and Deputy Town Mayor. The Chairman and Vice-Chairman to be elected at the first meeting following the Annual Council Meeting.

BINGHAM TOWN COUNCIL

COMMITTEE MEMBERS - January 2018

TOWN MAYOR	DEPUTY TOWN MAYOR
Cllr Rowan Bird	Cllr Jane Costello

The Mayor and Deputy Mayor are members of all Committees

<p>COMMUNITY AND ENVIRONMENT</p> <p>Councillor Jane Best</p> <p>Councillor Jim Costello</p> <p>Councillor Maureen Stockwood</p> <p>Independent -TBC</p>	<p>RECREATION AND AMENITIES</p> <p>Councillor John Stockwood</p> <p>Councillor Paul Moskwa</p> <p>Councillor Gareth Williams</p> <p>Independent -TBC</p>
<p>PLANNING</p> <p>Councillor Andrew Shelton</p> <p>Councillor Maureen Stockwood</p> <p>Councillor Gareth Williams</p> <p>Councillor Paul Moskwa</p> <p>Councillor Stefanie Orr</p> <p>Councillor Kath Vallance</p>	<p>POLICY AND RESOURCES</p> <p>Councillor Andrew Shelton</p> <p>Councillor Francis Purdue-Horan</p> <p>Councillor John Stockwood</p> <p>Independent - TBC</p>

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2018 Bingham Town Council CALENDAR - Quarter 1 & 2

Jan	7.00pm		Notes
		2	
		9	FULL COUNCIL
	*Planning	16	*Please note 7.30pm start
		23	Community & Environment
		30	
FEB			
	Planning	6	Recreation & Amenities
		13	FULL COUNCIL
	Planning	20	Policy & Resources
		27	Planning - tbc
MARCH			
		6	FULL COUNCIL
		13	
	Planning	20	Community & Environment
		27	
APRIL			
		3	Recreation & Amenities
		10	1st Apr - Easter Sun
	Planning	17	Policy & Resources
		24	
MAY			
		1	FULL COUNCIL
		8	*Annual Council Bank Hol
	Planning	15	Community & Environment
		22	
		29	Recreation & Amenities
			Bank Hol
JUNE			
		5	
		12	Policy & Resources
		19	
		26	FULL COUNCIL