



BINGHAM TOWN COUNCIL

*The Old Court House
Church Street
Bingham
Nottingham
NG13 8AL
Telephone: 01949 831445*

To: All Bingham Town Councillors

Email: info@bingham-tc.gov.uk
Website: www.bingham-tc.gov.uk

25 April 2018

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of Bingham Town Council to be held in the Council Chamber at The Old Court House, Church Street, Bingham, on Tuesday 01 May 2018 at 7.00pm.

Press and members of the public are invited to attend.

Yours sincerely,

Sharon Pyke
Town Clerk

Councillors may wish to take part in prayers which will be said immediately prior to the start of the meeting.



Bingham Town Council
Annual Meeting to be held Tuesday 01 May 2018 AT 7:00PM

A G E N D A

1. **Town Mayor**
To elect a Town Mayor for the year 2018/2019 and to sign the Declaration of Acceptance of Office
2. **Apologies**
To receive apologies for absence and acceptance
3. **Deputy Mayor**
To elect a Deputy Mayor for the year 2018/2019 and to sign the Declaration of Acceptance of Office
4. **Declarations of Interest**
To receive any Declarations of Interest
5. **Register of Interests**
To remind Councillors to review their Register of Interest forms
6. **Code of Conduct**
 - (a) To report a breach of the Code of Conduct
 - (b) To consider Rushcliffe Borough Council Standards Hearing Panel's recommendations
(Appendix A)
 - (c) To consider what, if any action, Bingham Town Council should take in accordance with its Standing Orders.
7. **Questions and Comments from Members of the Public**
Members of the public to ask questions and make observations to the Town Council
8. **Minutes**
To approve and sign the minutes of the meeting held on the 06 March 2018 (Appendix B)
9. **Mayor's Announcements**
To receive Mayor's Announcements from the new and former Mayor
 - Mayor's nominated charity
10. **Committee Minutes**
To receive and resolve to approve recommendations from the following meetings:
 - (a) Planning Committee, 20 March 2018 (Appendix C)
 - (b) Planning Committee, 17 April 2018 (Appendix D)
 - (c) Community & Environment Committee, 20 March 2018 (Appendix E)



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- (d) Recreation & Amenities Committee, 03 April 2018 (Appendix F)
(e) Policy & Resources Committee, 17 April 2018 (Appendix G)

11. Terms of Reference

To agree the Terms of Reference for the following Committees

- (a) Planning (Appendix H)
(b) Community & Environment (Appendix I)
(c) Recreation & Amenities (Appendix J)
(d) Policy & Resources (Appendix K)

12. Committee Members

To appoint Councillors to Committees

13. Substitutes

To appoint substitutes for Committees

14. Meeting Dates

To confirm dates of meetings (Appendix L)

15. Outside Bodies or Agencies

To appoint Councillors to Outside Bodies or Agencies (Appendix M)

16. Standing Orders

To review and adopt the 2018 Standing Orders (Appendix N)

17. Policies

To review and adopt the following policies:

- (a) Mayor's Allowance (Appendix O)
(b) Parish Travelling and Subsistence Allowance (Appendix P)
(c) Records Retention (Appendix Q)
(d) Data Protection Policy (Appendix R)
(e) Data Breach Policy (Appendix S)

18. Land and Asset Register

To review and approve the Land and Asset Register (Appendix T)

19. Subscriptions

To review and approve the Council's and Officer subscriptions (Appendix U)

20. Direct Debits and Standing Orders

To review and approve the list of direct debits and standing orders (Appendix V)



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A G E N D A

21. Councillors' Reports

To receive Councillor's reports, if any

22. County and Borough Council Reports

To receive County and Borough Councillor reports

23. Pay Scales

To adopt the NJC pay scales for 2018 and 2019 (Appendix W)

24. Quotations

To consider the quotations to remove soil and asbestos cement debris (Appendix X)

25. Invoices

To approve the payment of invoices in excess of £2,000

26. Correspondence

To consider any correspondence received:

- Parking issues at The Paddocks
- Cemetery
- Proposed archaeological dig

27. Consultation

To consider any response to the Unauthorised Encampment Consultation (Appendix Y)

28. Clerk's Report

To receive the Clerk's report, if any

29. 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 will be discussed:

- Confidential notes from Council meeting held on 06 March 2018
- Confidential notes and recommendations from Policy & Resources meeting held on 17 April 2018