



**BINGHAM TOWN COUNCIL**

The Old Court House  
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To: Councillor J Stockwood  
" M Stockwood  
" F Purdue-Horan  
" A Shelton  
" R Bird  
" T Wallace

29 May 2019

Dear Councillor,

You are hereby summoned to attend a meeting of the Policy and Resources Committee of Bingham Town Council to be held at the Old Court House, Church Street, Bingham, on Tuesday 04 June 2019. Which will not start before 7.15pm.

Please note there is a Planning meeting at 7:00pm.

Yours sincerely,

Sharon Pyke  
Town Clerk



## BINGHAM TOWN COUNCIL

Meeting of the Policy and Resources Committee of Bingham Town Council to be held on Tuesday 04 June 2019 at 7.15pm at the Old Court House, Church Street, Bingham

### A G E N D A

1. To elect & appoint a Chair
2. To receive apologies for absence & acceptance
3. To elect & appoint a Vice Chair
4. To receive any Declarations of Interest
5. To sign the minutes of the meeting held on 02 April 2019 (Appendix A)
6. To review Q4 revenue to budget (Appendix B)
7. To verify the Bank Reconciliations:
  - (a) to 31 March 2019 (Appendix C)
  - (b) to 30 April 2019 (Appendix D)
8. To verify Accounts Paid Report (Appendix E)
9. To consider the terms of reference for the Car Parking sub-committee and its membership (Appendix F)
10. To review and recommend re-adoption of the following policies:
  - (a) Co-option (Appendix G)
  - (b) Health and Safety (Appendix H)
  - (c) Mayor's Allowance (Appendix I)
  - (d) Parish Travel and Subsistence Allowance (Appendix J)
  - (e) Training and Development (Appendix K)
  - (f) Data Breach (Appendix L)
  - (g) Data Protection (Appendix M)
  - (h) General Privacy Notice (Appendix N)
  - (i) Privacy Notice for Councillors and Staff (Appendix O)
  - (j) Records Retention (Appendix P)
  - (k) Subject Access (Appendix Q)
  - (l) Media and Recording (Appendix R)
  - (m) Environmental (Appendix S)
  - (n) Asset Valuation (Appendix T)
  - (o) Complaints (Appendix U)
11. To recommend the Council's priorities up to year ended 31 March 2020
12. To consider the Masterplan actions from the Growth Board attributed to the Town Council (Appendix V)

13. To consider the following grant/donation requests:
- (a) Diabetes Group – room hire at the Old Court House
  - (b) Bingham British Legion – grant application (Appendix W)
  - (c) Rushcliffe Community Voluntary Service – donation request (Appendix X)
  - (d) Neighbourhood Plan – recommendation from Community & Environment committee for room hire at the Old Court House and 2 room hire charges at the Methodist Centre
  - (e) Age UK Nottingham and Nottinghamshire – donation request (Appendix Y)

14. To recommend the writing off of the following assets including removal from the asset register:

- (a) HP L1750 monitor
- (b) Fujitsu sprema desk top
- (c) HP laserjet 1320 printer
- (d) Draytek router
- (e) Fujitsu desktop x 2
- (f) Epson stylus sx215 printer x 2
- (g) Cd drive plexwriter
- (h) Fujitsu windows vista
- (i) Panasonic cctv recorder x 2

15. 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:

- To approve the Confidential notes from 02 April 2019
- To consider the Wychwood Road land transfer charge and condition
- To consider staffing matters