



**BINGHAM TOWN COUNCIL**

The Old Court House  
Church Street  
Bingham  
Nottingham  
NG13 8AL

Tel: 01949 831445  
Email: [info@bingham-tc.gov.uk](mailto:info@bingham-tc.gov.uk)  
Website: [www.bingham-tc.gov.uk](http://www.bingham-tc.gov.uk)

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

11 December 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 17 December 2019 at 7.15pm.

Please note there is a Planning Committee meeting immediately beforehand.

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 17 December 2019 at 7.15pm at the Old Court House, Church Street, Bingham

### A G E N D A

1. To receive apologies for absence & acceptance
2. To receive any Declarations of Interest
3. To sign the minutes of the meeting held on 01 October 2019 (Appendix A)
4. To sign the minutes of the extra-ordinary meeting held on 29 October 2019 (Appendix B)
5. To verify Accounts Paid Report to 30 November 2019 (Appendix C)
6. To review the Budget Review Report to 30 November 2019 (Appendix D)
7. To verify the Bank Reconciliations:
  - (a) to 30 September 2019 (Appendix E)
  - (b) to 31 October 2019 (Appendix F)
  - (c) to 30 November 2019 (Appendix G)
8. To consider the letter from Rushcliffe Borough Council relating to the use of the Community Chest (Appendix H)
9. To consider the consultation of Rushcliffe Borough Council's application for the Community Chest funding of £1.2m for the development of a Community Hall on Chapel Lane (Appendix I)
10. To consider the progression of a Public Works Loans Board submission
11. To consider the re-joining of the Nottinghamshire Association of Local Councils
12. To consider a read-only licence for Scribe (Appendix J)
13. To consider the recommendation from Community and Environment that Locality grants made in support of Bingham's Neighbourhood Plan be submitted in Bingham Town Council's name
14. To consider receiving receipts and grant awards on behalf of the Neighbourhood Plan and establishing a payments process between the Neighbourhood Plan Steering Group Treasurer and the Town Clerk
15. To consider the recommendation from Recreation and Amenities that that the £500 insurance excess for the repair to the church wall is reimbursed and to identify the budget code

16. To receive a financial update on the Summer and Christmas 2019 fairs (Appendix K)
17. To receive a financial update on the stall hire (Appendix L)
18. To consider the number of Town Guides to be printed (Appendix M)
19. To appoint an internal auditor for year ending 31 March 2020
20. To identify any potential new projects as part of the budget planning for the forthcoming financial year
21. To identify any potential new projects as part of the budget planning for the forthcoming financial year from other Committees (Appendix N)
22. To commence budget planning for the year ending 31 March 2021 (Appendix O)
23. To recommend the transfer of £2,000 to the Bingham Community Events group to commemorate the 75<sup>th</sup> anniversary of VE Day following the confirmation of support from the Bingham Heritage Trails Association and the Royal British Legion
24. To consider the recommendation from Recreation and Amenities that any transfer of funds to Bingham Town Sports Club be conditional upon a new lease being signed
25. To consider best practice in relation to the adoption of Rushcliffe Borough Council's revised Code of Conduct
26. To note the Wychwood Road grant funding submission
27. To consider a grant application from the Friends of Linear Park (Appendix P)
28. To review the room bookings report to 30 November 2019 (Appendix Q)
29. To review the Old Court House access report (Appendix R)
30. To consider the application of caretaking fees for the Neighbourhood Plan and Police Priorities meetings
31. To review the staff training matrix (Appendix S)
32. To note the Deputy Clerk's time provision for CiLCA portfolio work
33. To note the Christmas and New Year closure dates
34. To recommend that the Clerk obtain HR advice to prepare the Council for the Good Work Plan that comes into force on 06 April 2020
35. To consider the Clerk's appraisal arrangements and make a recommendation to Full Council
36. To consider any correspondence received:
  - (a) Reducing carbon footprint

### 37. 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 01 October 2019
- To approve the confidential notes from 29 October 2019
- To consider the Warner's Paddock rent increase
- To consider the potential land acquisitions
- To consider staffing matters