

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
held in the Council Chamber at The Old Court House, Church Street, Bingham,
on Tuesday 30 July 2019 at 7.00pm

PRESENT:

Councillors: A Shelton, R Bird, T Wallace, M Stockwood, J Stockwood and F Purdue-Horan.

Also present: Councillor V Leach and J Lewis

Officers: J Riddle (Deputy Clerk) and N Conduit.

Members of the Public: 2

1. **APOLOGIES FOR ABSENCE**

All Councillors were present.

2. **DECLARATIONS OF INTEREST**

Councillors F Purdue-Horan, R Bird, T Wallace, A Shelton and J Stockwood completed a dispensation form as members of Neighbourhood Plan Group. The dispensations were agreed due to insufficient Councillors being able to participate in matters relating to the Neighbourhood Plan. Councillor R Bird declared a non-pecuniary interest in item 11a, Diabetes Group. Councillor F Purdue-Horan declared an interest in item 19 as a member of the pensions committee at Nottingham County Council. Councillor T Wallace declared an interest as a member of the civil service pension scheme in item 19.

3. **MINUTES**

RECOMMEND: that the minutes of 04 June 2019, Folio 9306-9324 were taken as read, approved and signed by the Chair as a true record.

4. **Q1 REVENUE TO BUDGET – FOLIOS 9354 - 9356**

The Q1 revenue to budget was reviewed and noted.

5. **ACCOUNTS PAID REPORT – FOLIOS 9357 - 9359**

The accounts paid report to 30 June 2019 was reviewed and it was agreed to:

RECOMMEND: approval of £94,817.32

6. **BANK RECONCILIATIONS – FOLIOS 9360 - 9365**

a) The Reconciliation Report up to 31 May 2019 was presented to Councillors and it was agreed to **RECOMMEND:** approval of the Reconciliation Report.

b) The Reconciliation Report up to 30 June 2019 was presented to Councillors and it was agreed to **RECOMMEND:** approval of the Reconciliation Report.

7. PRIORITIES FOR THE FORTHCOMING YEAR

Current priorities and ideas for the committee to take forward were considered. The priorities noted were:

Progression of a new long stay car park, business and IT continuity, making tax digital, reducing the Council's carbon imprint, responsible commuting, supporting plastic free Bingham and the council's resources including employees.

8. HEALTH AND SAFETY POLICY, HANDBOOK AND INSPECTION REPORT

The committee noted the policy that was reviewed at the last meeting and the Handbook. The work that had been completed since the last inspection was acknowledged. As outstanding items were completed, the committee was to receive further updates.

9. RESPONSE TO GROWTH BOARD MASTER PLAN ACTIONS

- The committee agreed an update to the Growth Board, including, Bingham Town Council working with Rushcliffe Borough Council to streamline booking the Market Place for events and the committee noted a market manager had been employed.
- Bingham Town Council were also working with a newly formed Bingham Community Events group to increase community involvement.
- Nottinghamshire County Council had installed a new cycle park in Eaton Place.
- Bingham Town Council had given a grant to RCVS Voluntary Transport Scheme to support safe, affordable transport to meet the needs of people who experience difficulty in using /accessing transport.
- A Bingham resident has offered to donate funds for a new bench/benches at the Linear Park and Bingham Town Council were to co-ordinate with Friends of Bingham Linear Park to agree to maintain any benches installed. The Town Council also supports the group with the agreed renewed Biodiversity Management Plan for management of the Linear Park. Wildflowers were also being planted at the entrance to the Linear Park.
- Bingham Town Council were progressing the Long Stay Car Park on the contaminated allotment site.

The agreed update would be sent to the Growth Board.

10. REVIEW OF COMMITTEE MEMBERSHIP

Councillor G Simms had requested to join the Recreation and Amenities Committee, bringing the committee membership to 7 and Councillor J Best had asked to stand down from the Planning Committee. It was agreed to add to Full Council to discuss if any Councillor had an interest in joining another committee and to:

RECOMMEND that Councillor J Best be replaced on the Planning Committee by Councillor W Stapleton and Councillor G Simms be added to the Recreation and Amenities Committee membership.

11. GRANT REQUESTS

The committee noted that these requests were not for capital expenditure.

- a) Diabetes Group – Councillor Bird gave his advice received on his interest to the Clerk and did not vote on this item.

RECOMMEND that the Grant Aid application was not supported.

- b) Neighbourhood Plan –

RECOMMEND that the Grant Aid application was not supported.

12. REVIEW OF THE STAFF HANDBOOK

The committee noted that an alteration to ‘three members of Policy and Resources would be involved at initial stages and then three members of the Full Council for appeal stages’ for the disciplinary section of the staff handbook, needed amending as previously agreed. After agreement of the alteration at Full Council, each member of staff to be issued with the staff handbook and a signature received. It was agreed to

RECOMMEND: that the alteration to the staff handbook be approved.

13. DEPUTY CLERK AS SIGNATORY FOR GRANT APPLICATIONS

In the absence of a Clerk, it was agreed to:

RECOMMEND that the Deputy Clerk be authorised to sign Grant Applications.

14. AUTHORISED SIGNATORIES FOR THE COUNCILS BANK

It was confirmed that the signatories, Councillor R Bird, F Purdue-Horan, M Monni and J Stockwood would be added to the bank as signatories and the Deputy Clerk would contact them to take make the arrangements. The issues of petty cash and small purchases was discussed and it was agreed to:

RECOMMEND that the Responsible Financial Officer be a signatory and to apply for a cash card for purposes of petty cash and small purchases signed by two councillors, following the limits set in the financial regulations.

15. UPDATE FROM RUSHCLIFFE BOROUGH COUNCIL IN RELATION TO THE LONG STAY CAR PARK, COMMUNITY HALL AND MARKET PLACE

An initial response was considered to Rushcliffe Borough Council and it was agreed that a representative from Rushcliffe Borough Council be invited to the 20 August meeting to give an overview of the scheme and to discuss the commitment to the community facilities. It was agreed to:

RECOMMEND that

1. That Bingham Town Council on August 20th 2019 agree in principle funding a community centre in the Rushcliffe Borough Council proposal at Chapel Lane from the Community Chest
2. That support for point 1 is dependent on;

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- a. An indication of the community centre facilities required in the actual design are as shown in the architect's drawing 6247 K 02 Rev A and HSSP DWING 6247 K 03, (a main hall of at least 350m² (minimum width 17m) with high level ceiling (internal height of a minimum 6.1m), permanent stage area and partitionable hall, kitchen, bar, storage, foyer, changing rooms and toilets along with service access to kitchen and storage and access to outside areas from the main hall)
 - b. The actual design to maximise the opportunities of co-location
 - c. The actual design to maximise opportunities for expansion of facilities to meet future needs
 - d. The future community use of the community centre is legally secured
 - e. The future equipping, maintenance, management and all future costs of the community centre are the responsibility of RBC and it's contractors.
 - f. That the BRUFC project also receives funding from the Community Chest
 - g. If the Community Chest funds are not sufficient to deliver both the RBC proposal community centre and the BRUFC project, then Bingham Town Council must be further consulted as to whether BTC wants to provide additional funding or amended facilities requirements.
3. All Councillors to receive paper copies of this decision, the Mayor's Community Centre summary note and the note's supporting documents by Friday 2nd August 2019 for them to consider their views on the matter.
 4. The decision and the architect's drawings to be sent to RBC by Friday 2nd August as Bingham Town Council's initial response.

16. INDUCTION LOOP SYSTEM FOR THE COUNCIL CHAMBER

The committee discussed an induction loop for the Council Chamber to assist those with hearing aid devices. When obtaining quotes for the recording of meetings, it was agreed to also quote for an induction loop. Quotes were to be obtained and brought back to committee for consideration.

17. MEMBERSHIP AND TERMS OF REFERENCE OF THE CAR PARK SUB-COMMITTEE

No alterations were made.

18. TRAINING OPPORTUNITIES FOR COUNCILLORS

The Local Councils Public Advisory Service was considered as an option for training of Councillors and by becoming members, this would also offer the Council an alternative provision of advice for the Staff and Council. It was agreed to:

RECOMMEND to join the LCPAS for a 1 Year subscription of £220 and a new Councillors course be arranged for the Council.

19. FUTURE PENSION PROVISION FOR NEW EMPLOYEES

The committee agreed that more comparative information on the costs of the current scheme versus the costs of moving to a new pension scheme were required. It was agreed that a task group be

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arranged comprising of Councillors T Wallace, F Purdue-Horan, V Leach and A Shelton, with the aim to gather the information and to prepare a report for consideration at Full Council in August.

20. RECOMMENDATIONS FROM THE COMMUNITY AND ENVIRONMENT COMMITTEE

Standing orders were suspended at 9.02pm to allow a member of the Bingham Community Events Group to speak, standing orders were re-instated at 9.26pm. Item 20c was taken before 20a and 20b. The minutes are recorded to reflect the agenda order.

- a) Continued trial and investigation into commercial stall hiring -
RECOMMEND to continue to trial commercial stall hire
- b) CCTV recorder -
RECOMMEND that the CCTV recorder be purchased from the Environment/CCTV Reserve
- c) Request from Bingham Community Events Group to run the Christmas Fair -
RECOMMEND that the Council work with Bingham Community Events Group on the Christmas Fair. Councillor M Stockwood would liaise with the group on decisions.
- d) Stage for the Christmas Fair -
RECOMMEND that a stage, up to the cost of £2475.83 plus VAT be ordered for the Christmas Fair.

21. RECOMMENDATIONS FROM THE RECREATION AND AMENITIES COMMITTEE

- a) Cemetery Tree Works –
RECOMMEND that the tree works at the Cemetery be undertaken and that the Clerk be given delegated authority to arrange the works from the options given of £3000 plus chipper hire or £3850 with chipper.
- b) Asbestos Report at Wynhill -
The cost of an Asbestos Report will be reported to Full Council.

22. LIS GRANT APPLICATIONS FOR WYCHWOOD ROAD AND COGLEY LANE

The Council noted the successful LIS grant application for Wychwood Road and the unsuccessful application for Cogley Lane. Two signatories were required for acceptance of the grant, it was agreed to

RECOMMEND that the Mayor, Councillor J Stockwood and the Deputy Mayor, Councillor A Shelton, sign the LIS grant acceptance for Wychwood Road for £14,950.

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”

It was agreed by all committee members, as per standing orders, to extend the meeting till 10.30pm.

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The following matters were discussed:

1. Confidential Notes from the Policy and Resources meeting, 4 June 2019

RECOMMEND that the amendment to item C was accepted and the notes be accepted.

2. Staff Matters

RECOMMEND that the Deputy Clerk be made Acting Town Clerk

RECOMMEND that a 6 Month Temporary Contract be offered for a Full Time Grounds person

RECOMMEND the initial response to the staffing review, noting further work was required.

Meeting Closed at: 10.32pm

RECOMMENDATIONS:

- Approval of the account paid report to 30 June £94,817.32
- Approval of the bank reconciliation reports to 31 May and 30 June
- Councillor J Best be replaced on the Planning Committee by Councillor W Stapleton and Councillor G Simms be added to the Recreation and Amenities Committee membership.
- Grant Aid request from the Diabetes Group not to be supported
- Grant Aid request from the Neighbourhood Plan not to be supported
- Alteration to the staff handbook
- Deputy Clerk as the signatory for grant applications
- RFO be added as a signatory and to request a bank card in the RFO name
- Initial response to RBC for the Community Centre on Chapel Lane
- Membership of LCPAS for 1 year
- Continue trials into commercial stall hire
- CCTV recorder to be purchased
- Work with Bingham Community Events Group on the Christmas 2019 Fair
- Stage costs for the Christmas Fair up £2475.83 plus VAT
- Cemetery tree work be arranged with the Clerk having delegated authority on the method
- The Mayor and Deputy Mayor to sign the LIS grant acceptance for Wychwood Road

.....CHAIRMAN

Date:

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Quarter 1 Revenue to Budget 2019/2020 including adjustments for 2018/2019

Actual Receipts to Date	CC ID Cost Centre	2019/2020 Budget	Payments as at 30 June 2019
<u>COMMUNITY & ENVIR COMM</u>			
COMMUNITY & EVENTS			
£ 1,065.00	1 CHRISTMAS/SUMMER FAIRS	£ 9,000.00	£ 1,468.71
	2 CHRISTMAS LIGHTS	£ 7,000.00	£ 3,074.86
	3 CHRISTMAS TREE	£ -	£ -
	4 OTHER PROMOTIONS	£ 2,000.00	£ -
	5 TOWN NEWS/LEAFLETS	£ 2,000.00	£ -
	6 TOWN GUIDE/PROMO	£ 3,250.00	£ -
	7 CIVIC EVENTS & EXPENSES	£ 1,500.00	£ 286.25
	8 TRANSFER TO COMM RESERVE		
		£ 24,750.00	£ 4,829.82
ENVIRONMENT			
	12 CCTV MAINTENANCE	£ 500.00	£ -
	13 GENERAL MAINTENANCE	£ 300.00	£ -
	14 TOWN AND FLORAL DISPLAY	£ 3,200.00	£ 2,727.58
	15 LITTER & DOG BINS	£ 1,000.00	£ 95.98
	16 TRANS TO ENV/CCTV RESERVE	£ -	£ -
		£ 5,000.00	£ 2,823.56
<u>RECREATION COMMITTEE</u>			
ALLOTMENTS			
	20 RENT	£ 360.00	£ 352.00
	21 WATER CHARGES	£ 500.00	£ 264.32
	22 MAINTENANCE	£ 750.00	£ -
		£ 1,610.00	£ 616.32
CEMETERY			
	26 RATES	£ 700.00	£ 238.20
	27 WATER/DRAINAGE	£ 350.00	£ 71.47
	28 GRAVE PREPARATION	£ 3,300.00	£ 1,320.00
	29 ELECTRICITY	£ 100.00	£ 19.66
	30 MAINTENANCE	£ 4,000.00	£ 160.00
£ 1,578.33	31 MEMORIALS & FEES	£ 1,000.00	£ 101.99
		£ 9,450.00	£ 1,911.32
RECREATION			
	35 LINEAR PARK	£ 1,000.00	£ -
	36 TRANSFER TO LINEAR PARK RES	£ 3,000.00	£ -
	37 PLAY AREA/OPEN SPACE MAINT	£ 8,000.00	£ 230.00
£ 675.00	38 RENT	£ 300.00	£ -
	39 SPORTS PITCH MAINTENANCE	£ -	£ 5,025.00
£ 178.12	40 WAYLEAVES	£ -	£ 6.91
	41 TREE/SHRUB MAINTENANCE	£ 2,500.00	£ 95.00
	42 TRANSFER TO RECREATION RES	£ 5,000.00	£ -
		£ 19,800.00	£ 5,356.91
RECREATION EQUIPMENT			
	46 EQUIPMENT & MAINTENANCE	£ 7,500.00	£ 889.27

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47 MOBILE PHONES	£	600.00	£	130.02
48 VEHICLE TAX/INSURANCE	£	1,500.00	£	1,037.70
49 FUEL	£	1,750.00	£	599.62
50 TRANSFER TO RECR EQUIP RES	£	5,000.00	£	-
	£	16,350.00	£	2,656.61

POLICY & RESOURCES COMM

DEPOT

54 DEPOT MAINTENANCE	£	-	£	-
55 TRANSFER TO DEPOT RESERVE	£	-	£	-
	£	-	£	-

FINANCE

	£	1,100.00	£	138.28
61 OFFICE EXPENSES	£	6,500.00	£	1,791.72
62 SUBSCRIPTIONS	£	800.00	£	220.00
63 TRAVEL/MILEAGE STAFF	£	300.00	£	23.18
64 INSURANCE	£	3,500.00	£	-
65 GRANT AID	£	5,000.00	£	500.00
66 TRANS TO RISK MANAGEM RES	£	-	£	-
67 ELECTIONS	£	-	£	-
£ 227.53 68 INVESTMENT INCOME	£	-	£	-
69 TRAINING	£	3,000.00	£	450.00
70 MILEAGE/EXP COUNCILLORS	£	100.00	£	-
71 WEBSITE/IT	£	3,000.00	£	1,215.50
72 RECRUITMENT	£	250.00	£	-
73 BANK FEES	£	250.00	£	44.80
74 QUALITY COUNCIL	£	-	£	-
75 COUNCILLORS TRAINING	£	1,500.00	£	-
	£	25,300.00	£	4,383.48

SALARIES & ON COSTS

80 GROUNDSTAFF	£	69,000.00	£	12,842.63
81 OFFICE STAFF	£	82,500.00	£	19,917.37
82 CARETAKER	£	6,900.00	£	1,639.77
83 PENSION DEFICIT	£	5,704.00	£	954.00
	£	164,104.00	£	35,353.77

OLD COURT HOUSE

	£	250.00	£	44.10
87 INSURANCE	£	400.00	£	-
88 WATER RATES	£	1,200.00	£	301.09
89 NON DOMESTIC RATES	£	6,400.00	£	2,206.00
90 GAS/ELEC	£	4,500.00	£	1,636.92
91 REPAIRS/MAINTENANCE	£	5,000.00	£	1,422.08
£ 3,103.50 92 TRANSFER TO OLD COURT	£	-	£	-
93 TENANTS RENT	£	-	£	-
£ 413.25 94 ROOM HIRE	£	-	£	-
	£	17,750.00	£	5,610.19

PROFESSIONAL FEES

98 HR	£	1,500.00	£	-
99 HEALTH & SAFETY	£	1,500.00	£	-
100 LEGAL FEES	£	5,000.00	£	-
	£	8,000.00	£	-

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MAYORS CHARITY
£ 135.00 104 MAYORS CHARITY

£	-	£	-
£	-	£	-

PROPERTY DEVELOPMENT
105 PROPERTY DEVELOPMENT

£	-	£	-
£	-	£	-

RESERVES
107 COMMUNITY RESERVE
108 PROMOTIONS RESERVE
109 ENVIRONMENT/CCTV RESERVE
110 RECREATION
111 RECREATION EQUIPMENT
112 LINEAR PARK RESERVE
113 DEPOT RESERVE
114 OLD COURT HOUSE RESERVE
115 RISK MANAGEMENT RESERVE
116 LAND & PROP DEVELOP RES
117 GENERAL RESERVE

£	-	£	-
£	-	£	-
£	-	£	-
£	-	£	-
£	-	£	-
£	-	£	-
£	-	£	-
£	-	£	-
£	-	£	-
£	-	£	-
£	21,100.00	£	7,636.00
£	21,100.00	£	7,636.00

£ 7,375.73

	BUDGET		ACTUAL
£	313,214.00	£	71,177.98

Actual Net Expenditure **£ 63,802.25**

Precept **£ 283,414.00**

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Accounts Paid Report to 30 June 2019

73	14/05/2019	DD	Non domestic rates	Rushcliffe Borough Council	79.00
74	15/05/2019	Bankline	Bank charges	Natwest	14.80
75	17/05/2019	Bankline	Stationery	Espo	111.82
76	17/05/2019	Bankline	Cleaning supplies	Espo	19.36
77	17/05/2019	Bankline	Wayleave	Trent Valley Internal	6.91
78	17/05/2019	Bankline	Window cleaning	DHazzle	25.00
79	17/05/2019	Bankline	Stationery	Viking Payments	165.58
80	17/05/2019	Bankline	Stationery	Viking Payments	46.32
81	17/05/2019	Bankline	Cleaning materials	Handicentre (Bingham) Ltd	12.97
82	17/05/2019	Bankline	Blade saw & WD40	Handicentre (Bingham) Ltd	14.28
83	17/05/2019	Bankline	Planters	Amberol	2,193.10
84	17/05/2019	Bankline	Photocopying charges	Reprotec Connect For	138.40
85	17/05/2019	Bankline	Xmas lights sundries	Giltbrook Electrical	60.84
86	17/05/2019	Bankline	Contaminated land	GAP Group Ltd	232.32
87	17/05/2019	Bankline	Harris Fencing	GAP Group Ltd	81.82
88	17/05/2019	Bankline	Past Mayor badges	Thomas Fattorini	343.50
89	17/05/2019	Bankline	Superann M2	NCC Pension Fund	426.24
90	17/05/2019	Bankline	Superann M2	NCC Pension Fund	1,810.08
91	17/05/2019	Bankline	Superann M2	NCC Pension Fund	112.92
92	17/05/2019	Bankline	Superann M2	NCC Pension Fund	475.00
93	17/05/2019	Bankline	PAYE M2	HMRC	938.77
94	17/05/2019	Bankline	PAYE M2	HMRC	2,063.48
95	17/05/2019	Bankline	Memorial Fees	Granart Ltd	121.20
96	24/05/2019	Bankline	WAGES m2	WAGES m2	3,100.43
97	24/05/2019	Bankline	WAGES m2	WAGES m2	5,751.49
98	24/05/2019	Bankline	WAGES m2	WAGES m2	459.95
99	31/05/2019	DD	Gas/elec bill	Utility Warehouse	630.06
100	31/05/2019	DD	Mobile	Utility Warehouse	26.00
101	31/05/2019	DD	Mobile	Utility Warehouse	52.00
102	31/05/2019	DD	Cem Elec bill	Utility Warehouse	6.49
103	31/05/2019	DD	Depot Alarm bill	Utility Warehouse	17.64
104	31/05/2019	DD	Phone/broadband bill	Utility Warehouse	107.76
105	31/05/2019	DD	Trade Waste collection	Enva	91.10
106	02/05/2019	PC	Town Meeting	Petty Cash	14.95
107	02/05/2019	PC	Gorilla Tape	Petty Cash	7.50
108	07/05/2019	PC	Milk	Petty Cash	1.50
109	14/05/2019	PC	Petrol	Petty Cash	20.00
110	16/05/2019	PC	Milk	Petty Cash	1.50
111	24/05/2019	PC	Card	Petty Cash	2.50
112	29/05/2019	PC	Milk	Petty Cash	1.50
113	30/05/2019	PC	Petrol	Petty Cash	21.37
114	09/05/2019	009910	Mayor's Charity	Mayor's Charity	1,073.30
115	07/06/2019	DD	Non domestic rates	Rushcliffe Borough Council	737.00
116	10/06/2019	Bankline	Boiler alterations	Rowlson Plumbing &	59.40
117	10/06/2019	Bankline	Cemetery Skip Soil	Bakers Waste	192.00
118	10/06/2019	Bankline	Water bills	Water Plus	71.47
119	10/06/2019	Bankline	Grave digging fees	A Buckingham	275.00
120	10/06/2019	Bankline	Replacement disc for	Arcsus	257.05
121	10/06/2019	Bankline	IT support	Arcsus	90.00
122	10/06/2019	Bankline	Cloud Backup	Arcsus	46.98
123	10/06/2019	Bankline	Site visit Server	Arcsus	96.00
124	10/06/2019	Bankline	Play area inspection	RosPA	276.00
125	10/06/2019	Bankline	Fuel	WCF Chandlers	588.94
126	10/06/2019	Bankline	Fire extinguisher	Nottinghamshire Fire	92.16
127	10/06/2019	Bankline	Sports pitch maintenance	Larch Groundwork Limited	1,440.00
128	10/06/2019	Bankline	Sports pitch maintenance	Larch Groundwork Limited	4,590.00
129	10/06/2019	Bankline	Keyholding	Gener8 Finance Ltd	42.00
130	14/06/2019	DD	Non domestic rates	Rushcliffe Borough Council	79.00
131	17/06/2019	Bankline	Bank charges	Natwest	13.20
132	24/06/2019	Bankline	WAGES m3	WAGES m3	3,386.97

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133	24/06/2019	Bankline	WAGES m3	WAGES m3	4,227.88
134	24/06/2019	Bankline	WAGES m3	WAGES m3	494.03
135	24/06/2019	Bankline	Carnarvon Play Area Inv	Proludic Ltd	38,398.46
136	24/06/2019	Bankline	Play area consultant fees	Mr L. D Sycamore	490.00
137	24/06/2019	Bankline	Plants/planting	S E Garden Services	900.00
138	24/06/2019	Bankline	Window cleaning	DHazzle	25.00
139	24/06/2019	Bankline	Photocopying charges	Reprotec	150.61
140	24/06/2019	Bankline	P A Hire	Location Audio	500.00
141	24/06/2019	Bankline	Table/chair hire	B E Event Hire	217.20
142	24/06/2019	Bankline	OCH Sign	Handicentre (Bingham) Ltd	35.97
143	24/06/2019	Bankline	Equipment	Handicentre (Bingham) Ltd	41.46
144	24/06/2019	Bankline	Stall maintenance	Handicentre (Bingham) Ltd	33.26
145	24/06/2019	Bankline	Dog bin repairs	Handicentre (Bingham) Ltd	25.28
146	24/06/2019	Bankline	Town Fair Operatives	Streetwise Environmental	720.00
147	24/06/2019	Bankline	Fire alarm inspection	Lindum Fire Services Ltd	255.60
148	24/06/2019	Bankline	Gate service	Henton & Chattell	228.43
149	24/06/2019	Bankline	Fence hire for old	GAP Group Ltd	242.88
150	24/06/2019	Bankline	Black bin bags	Cleaning supplies 4U	89.89
151	24/06/2019	Bankline	Mileage Costs	Joanne Riddle	17.78
152	24/06/2019	Bankline	Equipment repairs	J R Mowers	350.78
153	24/06/2019	Bankline	Mileage Costs	Kev Handley	5.40
154	18/06/2019	9911	Grant aid	The Royal British Legion	100.00
155	18/06/2019	9912	Grant aid	Rushcliffe CVS	400.00
156	28/06/2019	DD	Gas/elec bill	Utility Warehouse	390.57
157	28/06/2019	DD	Mobile	Utility Warehouse	26.00
158	28/06/2019	DD	Mobile	Utility Warehouse	52.00
159	28/06/2019	DD	Cem Elec bill	Utility Warehouse	5.69
160	28/06/2019	DD	Depot Alarm bill	Utility Warehouse	17.64
161	28/06/2019	DD	Phone/broadband bill	Utility Warehouse	109.15
162	06/06/2019	PC	Coffee	Petty Cash	4.00
163	07/06/2019	PC	Staff Food for Summer	Petty Cash	40.00
164	12/06/2019	PC	Dry Cleaning - Tea	Petty Cash	3.00
165	13/06/2019	PC	Tea Bags	Petty Cash	2.00
166	18/06/2019	PC	Milk	Petty Cash	1.50
167	26/06/2019	PC	Fuel	Petty Cash	24.31
168	01/07/2019	DD	Trade Waste collection	Enva	157.62
169	08/07/2019	DD	Photocopier Lease rental	PeAC UK LTD	349.20
170	08/07/2019	DD	Non domestic rates	Rushcliffe Borough Council	737.00
171	12/07/2019	Bankline	PAYE M3	HMRC	1,135.83
172	12/07/2019	Bankline	PAYE M3	HMRC	897.01
173	12/07/2019	Bankline	Superann M3	NCC Pension Fund	476.45
174	12/07/2019	Bankline	Superann M3	NCC Pension Fund	1,210.82
175	12/07/2019	Bankline	Superann M3	NCC Pension Fund	121.28
176	12/07/2019	Bankline	Superann M3	NCC Pension Fund	475.00
177	12/07/2019	Bankline	Alarm contract	Chubb Fire and Security	1,570.88
178	12/07/2019	Bankline	Town Fair - First Aid	Newark Community First	80.00
179	12/07/2019	Bankline	Cleaning materials	Viking Payments	4.04
180	12/07/2019	Bankline	Stationery	Viking Payments	115.83
181	12/07/2019	Bankline	Cleaning materials	Viking Payments	59.86
182	12/07/2019	Bankline	IT support	Arcsus	90.00
183	12/07/2019	Bankline	Cloud Backup	Arcsus	49.27
184	15/07/2019	Bankline	Bank charges	Natwest	15.20
185	15/07/2019	DD	Non domestic rates	Rushcliffe Borough Council	79.00
186	18/07/2019	Bankline	Tree eco plugs	Streetwise Environmental	86.99
187	18/07/2019	Bankline	Bin emptying	Streetwise Environmental	234.00
188	18/07/2019	Bankline	Cemetery Skip Soil	Bakers Waste	192.00
189	18/07/2019	Bankline	Sports pitch maintenance	Larch Groundwork Limited	1,680.00
190	18/07/2019	Bankline	WD40, cable ties & steel	Handicentre (Bingham) Ltd	20.32
191	18/07/2019	Bankline	Grave preparation	Handicentre (Bingham) Ltd	28.98
192	18/07/2019	Bankline	Washing up liquid	Handicentre (Bingham) Ltd	4.99
193	18/07/2019	Bankline	Cable ties	Handicentre (Bingham) Ltd	20.17
194	18/07/2019	Bankline	Gloves	Handicentre (Bingham) Ltd	10.79

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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195	18/07/2019	Bankline	Photocopying charges	Reprotec	112.75
196	18/07/2019	Bankline	Keyholding	Gener8 Finance Ltd	67.20
197	18/07/2019	Bankline	Window cleaning	DHazzle	25.00
198	18/07/2019	Bankline	Grave digging fees	A Buckingham	425.00
199	18/07/2019	Bankline	Fair barrier hire	GAP Group Ltd	112.80
200	18/07/2019	Bankline	Old allotment fencing	GAP Group Ltd	211.20
201	18/07/2019	Bankline	Travel expenses	Kev Handley	21.15
202	18/07/2019	Bankline	Legal fees - Wychwood	Nelsons	2,100.00
					<hr/> £ 94,817.32 <hr/>

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5 June 2019 (2019/2020)

Bingham Town Council

	Bank Reconciliation at 31/05/2019		
	Cash in Hand 01/04/2019		
			433,819.14
	ADD		
	Receipts 01/04/2019 - 31/05/2019		155,513.60
	SUBTRACT		
	Payments 01/04/2019 - 31/05/2019		82,207.72
A	Cash in Hand 31/05/2019 (per Cash Book)		507,125.02
	Cash in hand per Bank Statements		
	Cash	31/05/2019	129.18
	Nat West Current Account	31/05/2019	32,021.21
	Nat West Reserve Account	31/05/2019	476,047.93
			508,198.32
	Less unpresented cheques As attached		1,073.30
	Plus unpresented receipts As attached		0.00
B	Adjusted Bank Balance		507,125.02
	A = B Checks out OK		

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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on Tuesday 30 July 2019 at 7.00pm

Bingham Town Council

Transactions for Cash

Voucher	Date	Chq/Rec No.	Description	Total	Balance	Cash
			STARTING BALANCE		109.27	
41	05/04/2019		Bubble wrap	-0.99	108.28	
42	05/04/2019		Postage	-3.00	105.28	
43	08/04/2019		Petrol	-19.62	85.66	
44	10/04/2019		Milk	-1.50	84.16	
45	11/04/2019		Tea Bags	-3.00	81.16	
46	16/04/2019		Refreshments	-12.40	68.76	
47	25/04/2019		Milk	-1.10	67.66	
48	29/04/2019		Coffee	-10.00	57.66	
106	02/05/2019	PC	Town Meeting refreshments	-14.95	42.71	
107	02/05/2019	PC	Gorilla Tape	-7.50	35.21	
108	07/05/2019	PC	Milk	-1.50	33.71	
109	14/05/2019	PC	Petrol	-20.00	13.71	
110	16/05/2019	PC	Milk	-1.50	12.21	
131	21/05/2019		Transfer from Nat West Current Account	142.34	154.55	
111	24/05/2019	PC	Card	-2.50	152.05	
112	29/05/2019	PC	Milk	-1.50	150.55	
113	30/05/2019	PC	Petrol	-21.37	129.18	
			CLOSING BALANCE		129.18	

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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3 July 2019 (2019/2020)

Bingham Town Council

	Bank Reconciliation at 30/06/2019		
	Cash in Hand 01/04/2019		
			433,819.14
	ADD		
	Receipts 01/04/2019 - 30/06/2019		156,583.10
	SUBTRACT		590,402.24
	Payments 01/04/2019 - 30/06/2019		143,166.66
A	Cash in Hand 30/06/2019 (per Cash Book)		447,235.58
	Cash in hand per Bank Statements		
	Cash	30/06/2019	54.37
	Nat West Current Account	30/06/2019	11,461.78
	Nat West Reserve Account	30/06/2019	436,119.43
			447,635.58
	Less unpresented cheques As attached		400.00
			447,235.58
	Plus unpresented receipts As attached		0.00
B	Adjusted Bank Balance		447,235.58
	A = B Checks out OK		

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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Bankline

Statement for account [REDACTED] from 01/06/2019 to 30/06/2019

Short name:	BING TOWN COUNCIL	Currency:	GBP
Alias:	BING TOWN COUNCIL	Account type:	BUSINESS CURRENT
BIC:	[REDACTED]	Bank name:	National Westminster Bank
IBAN:	[REDACTED]	Bank branch:	WEST BRIDGFORD (A)

Date	Narrative	Type	Debit	Credit	Ledger balance
	CLOSING BALANCE				11,461.78Cr
28/06/2019	UTILITY WAREHOUSE 6094729/6094729/14	D/D	601.05		11,461.78Cr
28/06/2019	STOCKWOOD J MAYORS CHARITY FP 28/06/19 1345 RP465998777280900	BAC		135.00	12,062.83Cr
26/06/2019	B E EVENT HIRE TOWN FAIR FP 26/06/19 40 08023429327183000N	EBP	217.20		11,927.83Cr
26/06/2019	GEORGE HANDLEY	EBP	5.40		12,145.03Cr



Bankline

Statement for account [REDACTED] from 01/06/2019 to 30/06/2019

Short name:	BINGHAM TOWN CL	Currency:	GBP
Alias:	BINGHAM TOWN CL	Account type:	BUSINESS RESERVE ACC
BIC:	[REDACTED]	Bank name:	National Westminster Bank
IBAN:	[REDACTED]	Bank branch:	WEST BRIDGFORD (A)

Date	Narrative	Type	Debit	Credit	Ledger balance
	CLOSING BALANCE				436,119.43Cr
28/06/2019	28JUN GRS 21499039	INT		71.50	436,119.43Cr
21/06/2019	BING TOWN COUNCIL TRANS TO CURRENT	EBP	40,000.00		436,047.93Cr
	OPENING BALANCE				476,047.93Cr
Totals			40,000.00	71.50	

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Bingham Town Council

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43	08/04/2019		Petrol	-19.62	85.66
44	10/04/2019		Milk	-1.50	84.16
45	11/04/2019		Tea Bags	-3.00	81.16
46	16/04/2019		Refreshments	-12.40	68.76
47	25/04/2019		Milk	-1.10	67.66
48	29/04/2019		Coffee	-10.00	57.66
106	02/05/2019	PC	Town Meeting refreshments	-14.95	42.71
107	02/05/2019	PC	Gorilla Tape	-7.50	35.21
108	07/05/2019	PC	Milk	-1.50	33.71
109	14/05/2019	PC	Petrol	-20.00	13.71
110	16/05/2019	PC	Milk	-1.50	12.21
131	21/05/2019		Transfer from Nat West Current Account	142.34	154.55
111	24/05/2019	PC	Card	-2.50	152.05
112	29/05/2019	PC	Milk	-1.50	150.55
113	30/05/2019	PC	Petrol	-21.37	129.18
162	06/06/2019	PC	Coffee	-4.00	125.18
163	07/06/2019	PC	Staff Food for Summer fair	-40.00	85.18
164	12/06/2019	PC	Dry Cleaning - Tea towels	-3.00	82.18
165	13/06/2019	PC	Tea Bags	-2.00	80.18
166	18/06/2019	PC	Milk	-1.50	78.68
167	26/06/2019	PC	Fuel	-24.31	54.37
			CLOSING BALANCE		54.37