

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 17 December 2019 at 7.15pm

PRESENT:

Councillors: A Shelton, T Wallace, J Lewis, M Stockwood, J Stockwood and F Purdue-Horan

Officer: S Pyke (Clerk)

Members of the Public: 4 including Councillor V Leach

1. APOLOGIES FOR ABSENCE

An apology for absence was received and accepted from Councillor Bird due to a prior engagement with Councillor J Lewis attending as Councillor Bird's substitute.

2. DECLARATIONS OF INTEREST

Councillor Shelton declared an interest in any item relating to the Friends of Bingham Linear Park. Councillor Shelton and Councillor M Stockwood declared a non-pecuniary interest in the Bingham British Legion for which they are members and Councillor Lewis declared a non-pecuniary interest in any item relating to the skate-park initiative.

3. MINUTES

The minutes of 01 October 2019, Folio 9372-9407 were taken as read, approved and signed by the Chair as a true record.

4. MINUTES

A vote was taken and it was agreed that the minutes of 29 October 2019 be moved to Confidential Business.

5. ACCOUNTS PAID REPORT TO 30 NOVEMBER 2019 – FOLIOS 9440 - 9443

RECOMMEND: approval of the accounts paid report of £141,220.06

6. BUDGET REVIEW REPORT TO 30 NOVEMBER 2019 – FOLIOS 9444 – 9446

It was noted that £12,000 had been spent on budget heading 39 Sports Pitch Maintenance yet there had been no budget provision. It was explained that provision had been made in reserves as part of Butt Field's transition to becoming independent of the Town Council. The report was noted.

7. BANK RECONCILIATIONS – FOLIOS 9447 - 9455

An observation was made that in the month reconciliation pack, a monthly transfer is made from the reserve account but it is not seen in the current account. The reason for this is the current and reserve is an extract of the closing balance which is submitted for verification within the monthly reconciliation pack. Full bank statements are available for inspection by Councillors.

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The Reconciliation Reports from 30 September, 31 October and 30 November 2019 were presented and it was agreed to

RECOMMEND: approval of the Reconciliation Reports.

8. **COMMUNITY CHEST LETTER FROM RUSHCLIFFE BOROUGH COUNCIL**

Standing Orders were suspended at 7:43pm and reinstated at 7:51pm to enable members of the public to participate.

It was **RECOMMENDED:** that the motion resolved by Council at its meeting of 24 September 2019 stand. The Clerk was instructed to reply to Rushcliffe Borough Council advising them of the Committee's recommendation.

9. **COMMUNITY CHEST CONSULTATION FROM RUSHCLIFFE BOROUGH COUNCIL**

It was **RECOMMENDED:** that the motion resolved by Council at its meeting of 24 September 2019 stand. The Clerk was instructed to reply to Rushcliffe Borough Council advising them of the Committee's recommendation.

10. **PUBLIC WORKS LOAN BOARD GRANT SUBMISSION**

Standing Orders were suspended at 8:08pm and reinstated at 8:22pm to enable members of the public to participate.

The application will be driven by time demands and currently there is no requirement to submit an application. It was **RECOMMENDED:** that this item be included on the agenda for an extra-ordinary Policy and Resources Committee meeting on Tuesday 14 January 2020.

11. **NOTTINGHAMSHIRE ASSOCIATION OF LOCAL COUNCILS SUBSCRIPTION**

It was **RECOMMENDED:** that this item be deferred to the Policy sub-Committee.

12. **SCRIBE READ-ONLY LICENCE**

It was **RECOMMENDED:** to proceed with this licence for the Chair of Policy and Resources

13. **NEIGHBOURHOOD PLAN LOCALITY GRANT**

It was **RECOMMENDED:** that the Locality grant be submitted in the Town Council's name

14. **NEIGHBOURHOOD PLAN GRANT AWARDS**

It was **RECOMMENDED:** that Neighbourhood Plan Locality grant award be received into the Town Council's bank account and transferred to the Neighbourhood Plan Steering Committee's

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bank account. A system to be put in place by the Clerk, to provide an audit trail and in accordance with Financial Regulations.

15. **CHURCH WALL**

It was **AGREED**: to support Recreation and Amenities recommendation and that £500 be taken from budget heading 115 Risk Management Reserve.

16. **SUMMER AND CHRISTMAS 2019 FAIRS FINANCIAL UPDATE**

Standing Orders were suspended at 8:31pm and reinstated at 8:43pm to enable a member of the public to participate.

The update was noted but Bingham Community Events needs to finalise its receipts and payments and submit so that a complete picture of the fairs is obtained and how it relates to the agreement between the Town Council and Bingham Community Events. It was **RECOMMENDED**: that an agenda item be included for the next meeting of Community and Environment Committee.

17. **STALL HIRE FINANCIAL UPDATE**

The update was noted by the Committee.

18. **TOWN GUIDE PRINTING**

It was **RECOMMENDED**: that 8,000 Town Guides are printed. 5,000 for Bingham and the remainder for distribution to neighbouring villages. The Town Council would seek to re-coup the cost of the printing for the neighbouring village via a grant request to both Bingham Nottinghamshire County Councillors.

19. **INTERNAL AUDITOR**

It was **RECOMMENDED**: that Barry Woodcock's services are engaged for one more year only.

20. **POTENTIAL NEW PROJECTS FROM POLICY AND RESOURCES FOR THE FORTHCOMING YEAR**

Provision for the following were suggested: new accounting package, installation of new alarm, building survey, induction loop and recording and improved walkie-talkies for the fairs.

21. **POTENTIAL NEW PROJECTS FROM OTHER COMMITTEES FOR THE FORTHCOMING YEAR**

They were noted and **RECOMMENDED**: to be put forward for consideration

22. **BUDGET PLANNING FOR THE YEAR ENDING 31 MARCH 2021**

This item was deferred to an extra-ordinary Policy and Resources Committee meeting on Tuesday 14 January 2020.

23. 75TH ANNIVERSARY OF VE DAY

Confirmation had been received from Bingham Heritage Trails Association and the Royal British Legion of their support. It was **RECOMMENDED**: that £2,000 be transferred to Bingham Community Events group to support the commemoration plans.

24. BINGHAM TOWN SPORTS CLUB NEW LEASE

Standing Orders were suspended at 9:01pm and reinstated at 9:11pm to enable a member of the public to participate.

It was suggested that the exact entry point of the new road from the extended Moorbridge Industrial Estate to Butt Field was not known which could hold up the lease. It was acknowledged that may be the case but it needed be accommodated within the lease.

It was **AGREED**: to support Recreation and Amenities recommendation that a new lease be conditional upon a new lease being signed.

25. CODE OF CONDUCT BEST PRACTICE

It was **RECOMMENDED**: to adopt best practice in respect of the Town Council's responsibilities

26. WYCHWOOD ROAD GRANT FUNDING SUBMISSION

This was noted by the Committee.

27. BINGHAM FRIENDS OF LINEAR PARK GRANT APPLICATION

It was **RECOMMENDED**: that £117.60 be granted to reimburse the Bingham Friends of Linear Park's insurance but that should the group decide to increase their public liability cover that the incremental cost be paid limited to £170.

28. ROOM BOOKINGS REPORT TO 30 NOVEMBER 2019

The report was noted but the scope was extended to include all hire and tenancy arrangements at the Old Court House. The report to be brought to Policy and Resources on 03 March 2020.

29. OLD COURT HOUSE ACCESS REPORT

It was **RECOMMENDED**: to assist with access that the Mayor, Deputy Mayor and Chair of Policy and Resources have a main door key and access fob and Councillor Bird be asked to return his keys.

30. CARETAKING FEES FOR NEIGHBOURHOOD PLAN AND POLICE PRIORITIES MEETINGS

As the Mayor, Deputy Mayor and Chair of Policy and Resources would be holders of main door key and access fob that it would be unlikely that caretaking charges need be applied. The use of the Old Court House by the Neighbourhood Plan Steering Group would continue to be chargeable and the Police Priorities meeting would continue not be chargeable.

31. STAFF TRAINING MATRIX

The matrix was noted by the Committee which would aid training requirements based upon organisational need.

32. CiLCA PORTFOLIO PREPARATION

It was noted that Wednesdays and Thursdays in January have been designated for the Deputy Clerk to progress her CiLCA portfolio.

33. CHRISTMAS AND NEW YEAR CLOSURE DATES

The dates were noted.

34. THE GOOD WORK PLAN

It was **RECOMMENDED**: that the Clerk obtain advice from the Council's HR Consultants

35. CLERK'S APPRAISAL ARRANGEMENTS

It was **RECOMMENDED**: that the Mayor, the Chair of Policy and Resources and Councillor Wallace undertake the Clerk's appraisal

36. CORRESPONDENCE

- (a) Reducing carbon footprint – the resident had been informed that their suggestion replicated a motion being put to Nottinghamshire County Council

37. CONFIDENTIAL BUSINESS

All confidential business was deferred to the extra-ordinary meeting of Policy and Resources on Tuesday 14 January 2020.

Meeting Closed at: 10.01pm

.....CHAIRMAN

Date:

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RECOMMENDATIONS:

- Approval of the accounts paid report of £141,220.06
- Approval of the Reconciliation Reports to 30 September, 31 October and 30 November 2019
- Community Chest letter - that the motion resolved by Council at its meeting of 24 September 2019 stand. The Clerk was instructed to reply to Rushcliffe Borough Council advising them of the Committee's recommendation
- Community Chest consultation - that the motion resolved by Council at its meeting of 24 September 2019 stand. The Clerk was instructed to reply to Rushcliffe Borough Council advising them of the Committee's recommendation.
- Public Works Loan Board grant submission - that this item be included on the agenda for an extra-ordinary Policy and Resources Committee meeting on Tuesday 14 January 2020
- Nottingham Association of Local Councils subscription - that this item be deferred to the Policy sub-Committee
- Scribe read only licence -to proceed with this licence for the Chair of Policy and Resources
- That the Neighbourhood Plan Locality grant award be received into the Town Council's bank account and transferred to the Neighbourhood Plan Steering Committee's bank account. A system to be put in place by the Clerk, to provide an audit trail and in accordance with Financial Regulations.
- Church Wall - to support Recreation and Amenities recommendation and that £500 be taken from budget heading 115 Risk Management Reserve
- Summer and Christmas 2019 Fairs financial update - that an agenda item be included for the next meeting of Community and Environment Committee
- That 8,000 Town Guides are printed
- Internal Auditor - that Barry Woodcock's services are engaged for one more year only
- Potential new project from other Committees - to be put forward for consideration
- 75th Anniversary of VE Day - that £2,000 be transferred to Bingham Community Events group to support the commemoration plans
- Bingham Town Sports Club new lease - to support Recreation and Amenities recommendation that a new lease be conditional upon a new lease being signed
- Code of Conduct - to adopt best practice in respect of the Town Council's responsibilities
- That £117.60 be granted to reimburse the Bingham Friends of Linear Park's insurance but that should the group decide to increase their public liability cover that the incremental cost be paid limited to £170.
- Old Court House Access - to assist with access that the Mayor, Deputy Mayor and Chair of Policy and Resources have a main door key and access fob and Councillor Bird be asked to return his keys.
- The Good Work Plan - that the Clerk obtain advice from the Council's HR Consultants
- Clerk's appraisal arrangements - that the Mayor, the Chair of Policy and Resources and Councillor Wallace undertake the Clerk's appraisal

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Accounts Paid Report to 30 November 2019

265 05/09/2019	Fuel	Petty Cash	10.00
266 03/09/2019	Trade Waste collection	Enva	141.84
267 09/09/2019	Non domestic rates	Rushcliffe Borough Council	737.00
268 10/09/2019	Photography Charges	Buttercross Photography	60.00
269 10/09/2019	Superann M5	NCC Pension Fund	435.88
270 10/09/2019	Superann M5	NCC Pension Fund	767.82
271 10/09/2019	Superann M5	NCC Pension Fund	112.92
272 10/09/2019	Superann M5	NCC Pension Fund	475.00
273 10/09/2019	PAYE M5	HMRC	1,001.12
274 10/09/2019	PAYE M5	HMRC	500.32
275 10/09/2019	Replacement Laptop	Arcsus	800.06
276 10/09/2019	Cloud Backup	Arcsus	55.92
277 10/09/2019	IT support	Arcsus	90.00
278 10/09/2019	Keyholding	Foremost Security	42.00
279 10/09/2019	Memorial plaque	Granart Ltd	67.20
280 10/09/2019	Cogley Lane lease	Jas Martin & Co	478.70
281 16/09/2019	Legal fees - Wychwood R	Nelsons	4,865.40
282 16/09/2019	Bank charges	Nat West	11.60
283 16/09/2019	Non domestic rates	Rushcliffe Borough Council	79.00
284 24/09/2019	WAGES m6	WAGES m6	4,642.38
285 24/09/2019	WAGES m6	WAGES m6	9,373.34
286 24/09/2019	WAGES m6	WAGES m6	459.95
287 27/09/2019	Boiler service	Rowlson Plumbing & Heating S	142.80
288 27/09/2019	Stationery	Espo	10.74
289 27/09/2019	Subscriptions	The National Allotment Society	66.00
290 27/09/2019	Water bills	Water Plus	96.37
291 27/09/2019	Fuel	WCF Chandlers	523.01
292 27/09/2019	Stall Contractor	A Buckingham	700.00
293 27/09/2019	Legal fees - Cogley Lane	Nelsons	1,546.00
294 27/09/2019	Service of equipment	J R Mowers	979.03
295 27/09/2019	Web site hosting	Hrunk	250.00
296 27/09/2019	First Aid Training	Tutorcare Ltd	504.90
297 27/09/2019	Sports pitch cutting	Larch Groundwork Limited	1,440.00
298 27/09/2019	Equipment	Handicentre (Bingham) Ltd	26.92
299 27/09/2019	Equipment	Handicentre (Bingham) Ltd	76.28
300 27/09/2019	Warners Paddock Rent	The Crown Estate	120.00
301 27/09/2019	Keyholding	Foremost Security	67.20
302 27/09/2019	Window cleaning	DHazzle	25.00
303 27/09/2019	Fencing Hire	GAP Group Ltd	232.32
304 27/09/2019	Photocopying charges	Reprotec	78.13
305 27/09/2019	Toilet repairs	Rowlson Plumbing & Heating S	147.68
306 27/09/2019	Superann M 6	NCC Pension Fund	427.99
307 27/09/2019	Superann M 6	NCC Pension Fund	2,979.38
308 27/09/2019	Superann M 6	NCC Pension Fund	112.92
309 27/09/2019	Superann M 6	NCC Pension Fund	475.00
310 27/09/2019	PAYE M 6	HMRC	1,384.50
311 27/09/2019	PAYE M 6	HMRC	3,678.43
312 06/09/2019	Petrol	Petty Cash	10.00
313 06/09/2019	Postage	Petty Cash	7.40
314 06/09/2019	Postage	Petty Cash	7.40
315 06/09/2019	Merchant Navy Day Refre:	Petty Cash	25.70
316 06/09/2019	Petrol	Petty Cash	20.00
317 09/09/2019	Coffee	Petty Cash	6.00
318 30/09/2019	Coffee	Petty Cash	5.00
319 10/09/2019	Fuel	Petty Cash	23.12
320 11/09/2019	Parking charges	Petty Cash	3.60

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321	23/09/2019	Milk	Petty Cash	1.50
322	21/09/2019	Coffee	Petty Cash	4.00
323	30/09/2019	Milk	Petty Cash	3.50
324	30/09/2019	Postage	Petty Cash	29.28
325	30/09/2019	Parking charges	Petty Cash	4.00
326	30/09/2019	Trade Waste collection	Enva	175.44
327	30/09/2019	Tractor Lease	BNP Paribas	278.40
328	30/09/2019	Gas/elec bill	Utility Warehouse	159.29
329	30/09/2019	Mobile	Utility Warehouse	26.00
330	30/09/2019	Mobile	Utility Warehouse	52.00
331	30/09/2019	Cemetery Electric	Utility Warehouse	5.69
332	30/09/2019	Depot Alarm bill	Utility Warehouse	17.64
333	30/09/2019	Phone/broadband bill	Utility Warehouse	102.84
334	07/10/2019	Carnarvon Play equipment	Proludic Ltd	38,398.46
335	07/10/2019	Warners Paddock legal fee	Nelsons	420.00
336	07/10/2019	Election fees	Rushcliffe Borough Council	3,190.13
337	07/10/2019	Room Hire	Methodist Centre	45.00
338	07/10/2019	Playbark	Gravelmaster	1,575.00
339	07/10/2019	Staff Clothing	Alexandra	19.74
340	07/10/2019	Minute taker	Hays	174.96
341	07/10/2019	Chipper Hire	P S Marsden Ltd	420.00
342	07/10/2019	Memorial tower plaque	Granart Ltd	122.40
343	07/10/2019	Data Entry	Hrunk	260.00
344	07/10/2019	External audit fee	PKF Littlejohn LLP	960.00
345	07/10/2019	IT support	Arcsus	90.00
346	07/10/2019	Cloud Backup	Arcsus	62.33
347	07/10/2019	Non domestic rates	Rushcliffe Borough Council	737.00
348	08/10/2019	Photocopier Lease rental	PeAC UK LTD	386.18
349	03/10/2019	Postage	Petty Cash	2.00
350	03/10/2019	Fuel	Petty Cash	22.84
351	06/10/2019	Coffee	Petty Cash	6.00
352	09/10/2019	Refreshments	Petty Cash	6.00
353	16/10/2019	Condolence Cards	Petty Cash	1.50
354	16/10/2019	napkins	Petty Cash	0.99
355	16/10/2019	Civic Service refreshment	Petty Cash	3.00
356	16/10/2019	Civic Reception refreshme	Petty Cash	6.70
357	17/10/2019	Civic Service refreshment	Petty Cash	1.90
358	17/10/2019	Fuel	Petty Cash	23.99
359	21/10/2019	table cloth hire	China Celebration Hire	98.74
360	20/10/2019	Civic Service Flowers	Petty Cash	6.17
361	14/10/2019	Non domestic rates	Rushcliffe Borough Council	79.00
362	15/10/2019	Bank charges	Nat West	15.20
363	24/10/2019	WAGES M7	WAGES M7	4,146.01
364	24/10/2019	WAGES M7	WAGES M7	4,436.49
365	24/10/2019	WAGES M7	WAGES M7	474.13
366	23/10/2019	Equipment repairs	J R Mowers	108.00
367	23/10/2019	Fencing Hire	GAP Group Ltd	221.76
368	23/10/2019	Pitch grasscutting	Larch Groundwork Limited	1,440.00
369	23/10/2019	Equipment	Handicentre (Bingham) Ltd	44.20
370	23/10/2019	Uniform	Alexandra	22.68
371	23/10/2019	Stage Hire	Daytona Exhibitions	1,200.00
372	23/10/2019	PA & Stage crew	EES Showhire	825.50
373	23/10/2019	Entertainment	The Bowkers	300.00
374	23/10/2019	Graffiti Kit	Streetwise Environmental Ltd	111.60
375	23/10/2019	Litter/dog bins emptying	Streetwise Environmental Ltd	234.00
376	23/10/2019	Keyholding	Foremost Security	67.20
377	23/10/2019	Window cleaning	DHazzle	25.00
378	23/10/2019	Civic service room hire	Methodist Centre	50.00

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379	23/10/2019	Minute taker	Moretime PA Services Ltd	55.44
380	23/10/2019	Mileage Costs	J Riddle	16.20
381	28/10/2019	ROSPA Training	Playsafety Ltd	2,032.00
382	28/10/2019	Civic Service Catering	Platform 29 Tea Rooms	397.50
383	28/10/2019	Christmas Fair Leaflets	DW Graphic Design Ltd	144.00
384	28/10/2019	Turf	C Harrison	216.00
385	28/10/2019	Superann M 7	NCC Pension Fund	116.39
386	28/10/2019	Superann M 7	NCC Pension Fund	426.24
387	28/10/2019	Superann M 7	NCC Pension Fund	1,196.98
388	28/10/2019	Superann M 7	NCC Pension Fund	475.00
389	28/10/2019	PAYE M7	HMRC	1,245.90
390	28/10/2019	PAYE M7	HMRC	917.75
391	22/10/2019	Poppy Wreath	The Royal British Legion	17.00
392	31/10/2019	Trade Waste collection	Enva	141.60
393	31/10/2019	Gas/elec bill	Utility Warehouse	296.19
394	31/10/2019	Mobile	Utility Warehouse	26.00
395	31/10/2019	Mobile	Utility Warehouse	52.00
396	31/10/2019	Cem Elec bill	Utility Warehouse	5.69
397	31/10/2019	Depot Alarm bill	Utility Warehouse	17.64
398	31/10/2019	Phone/broadband bill	Utility Warehouse	107.68
399	31/10/2019	Investment interest	Natwest	0.00
400	01/11/2019	Stamps	Petty Cash	7.32
401	01/11/2019	Refreshments - Staff train	Petty Cash	7.95
402	01/11/2019	Milk	Petty Cash	1.50
403	04/11/2019	HR Consultancy	Ellis Whittam	2,340.00
404	07/11/2019	Non domestic rates	Rushcliffe Borough Council	737.00
405	08/11/2019	Photocopying charges	Automated Systems Group Ltd	60.01
406	08/11/2019	Water bills	Water Plus	261.60
407	08/11/2019	Scooter Rack	NBB School Shelters	313.20
408	08/11/2019	Grave digging fees	A Buckingham	550.00
409	08/11/2019	Memorial plaque	Granart Ltd	67.20
410	08/11/2019	Grass matting	Playsmart UK	285.60
411	08/11/2019	Entered twice in error	Entered twice in error	0.00
412	08/11/2019	HR Consultancy	Castle Associates Employment	500.00
413	08/11/2019	Fence hire for old allotment	GAP Group Ltd	211.20
414	08/11/2019	Fence purchase allotment	GAP Group Ltd	995.28
415	08/11/2019	IT support	Arcsus	90.00
416	08/11/2019	Cloud Backup	Arcsus	65.86
417	08/11/2019	Sports pitch maintenance	Larch Groundwork Limited	2,880.00
418	08/11/2019	Councillor expenses	Andrew Shelton	8.00
419	08/11/2019	Travel expenses	Sharon Pyke	12.60
420	08/11/2019	Keyholding	Foremost Security	42.00
421	08/11/2019	Stationery	Espo	66.36
422	08/11/2019	Cleaning supplies	Espo	57.30
423	15/11/2019	Refund of excess to rebuild	Parochial Church Council of All	500.00
424	15/11/2019	Play area repairs & scooters	Handicentre (Bingham) Ltd	124.08
425	15/11/2019	Grass seed	Handicentre (Bingham) Ltd	10.00
426	15/11/2019	Cable ties	Handicentre (Bingham) Ltd	76.13
427	15/11/2019	Equipment	Handicentre (Bingham) Ltd	18.27
428	15/11/2019	Minute taker	Moretime PA Services Ltd	55.44
429	15/11/2019	Orchard Rules Sign	Proludic Ltd	174.00
430	15/11/2019	Strimmer Heads	J R Mowers	82.01
431	15/11/2019	Small tree lights	Leisure Lites Ltd	435.00
432	15/11/2019	Safety signage	Start Traffic Ltd	183.24
433	15/11/2019	Window cleaning	DHazzle	25.00
434	15/11/2019	Camera cleaning	DHazzle	25.00
435	15/11/2019	Selection boxes for Grotto	Elizabeth Hutchison	118.78
436	14/11/2019	Non domestic rates	Rushcliffe Borough Council	79.00

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437	15/11/2019	Bank charges	Natwest	17.20
438	21/11/2019	Work Boots	J Riddle	185.85
439	21/11/2019	Metal Stall Clips	J Riddle	35.98
440	21/11/2019	Sand Bag Weights	J Riddle	27.00
441	21/11/2019	Fire Alarm Service	Lindum Fire Services Ltd	81.60
442	21/11/2019	Electrician for small Xmas	R J M Electrical	650.00
443	21/11/2019	Superann M 8	NCC Pension Fund	429.74
444	21/11/2019	Superann M 8	NCC Pension Fund	1,293.49
445	21/11/2019	Superann M 8	NCC Pension Fund	112.92
446	21/11/2019	Superann M 8	NCC Pension Fund	475.00
447	21/11/2019	PAYE M 8	HMRC	883.84
448	21/11/2019	PAYE M 8	HMRC	1,037.77
449	22/11/2019	WAGES M8	WAGES M8	459.95
450	22/11/2019	WAGES M8	WAGES M8	4,455.30
451	22/11/2019	WAGES M8	WAGES M3	4,933.25
452	04/12/2019	Travel expenses	Sharon Pyke	11.94
453	04/12/2019	Chipper Hire	P S Marsden Ltd	420.00
454	04/12/2019	Councillor expenses	Andrew Shelton	8.00
455	04/12/2019	Water bills	Water Plus	56.52
456	04/12/2019	Clock repairs	Good Directions	600.00
457	04/12/2019	Van Hire	Ranch Van Hire	140.00
458	28/11/2019	Road Cones	J Riddle	172.80
459	28/11/2019	Stage Hire	EES Showhire	1,155.49
460	29/11/2019	Gas/elec bill	Utility Warehouse	717.95
461	29/11/2019	Mobile	Utility Warehouse	26.00
462	29/11/2019	Mobile	Utility Warehouse	52.00
463	29/11/2019	Cem Elec bill	Utility Warehouse	7.87
464	29/11/2019	Depot Alarm bill	Utility Warehouse	17.64
465	29/11/2019	Phone/broadband bill	Utility Warehouse	114.42
466	05/11/2019	Dry Cleaning - Tea towels	Petty Cash	4.00
467	05/11/2019	Coffee & milk	Petty Cash	6.50
468	05/11/2019	German flag	Petty Cash	2.99
469	12/11/2019	Stamps	Petty Cash	7.32
470	13/11/2019	Refreshments	Petty Cash	12.60
471	15/11/2019	Stick on tape	Petty Cash	8.32
472	19/11/2019	Postage	Petty Cash	2.00
473	21/11/2019	Coffee	Petty Cash	5.00
474	21/11/2019	Fuel	Petty Cash	23.53
475	25/11/2019	Fuel	Petty Cash	20.00
476	26/11/2019	Milk	Petty Cash	1.50
477	29/11/2019	Staff Food for Christmas F	Petty Cash	70.00
Total				141,220.06

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Budget to 30 November 2019

Actual Receipts to Date	CC ID	Cost Centre	2019/2020 Budget	Payments as at 30 November 2019
<u>COMMUNITY & ENVIR COMM</u>				
COMMUNITY & EVENTS				
£ 3,720.00		1 CHRISTMAS/SUMMER FAIRS	£ 9,000.00	£ 6,012.81
		2 CHRISTMAS LIGHTS	£ 7,000.00	£ 4,150.80
		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	£ 1,044.48
		8 TRANSFER TO COMM RESERVE		
			£ 24,750.00	£ 11,208.09
ENVIRONMENT				
		12 CCTV MAINTENANCE	£ 500.00	£ 25.00
		13 GENERAL MAINTENANCE	£ 300.00	£ -
		14 TOWN AND FLORAL DISPLAY	£ 3,200.00	£ 2,727.58
		15 LITTER & DOG BINS	£ 1,000.00	£ 485.98
		16 TRANS TO ENV/CCTV RESERVE	£ -	£ -
			£ 5,000.00	£ 3,238.56
<u>RECREATION COMMITTEE</u>				
ALLOTMENTS				
£ 7.89		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	£ 633.20
		27 WATER/DRAINAGE	£ 350.00	£ 167.84
		28 GRAVE PREPARATION	£ 3,300.00	£ 2,319.15
		29 ELECTRICITY	£ 100.00	£ 49.22
		30 MAINTENANCE	£ 4,000.00	£ 480.00
£ 4,241.66		31 MEMORIALS & FEES	£ 1,000.00	£ 371.99
			£ 9,450.00	£ 4,021.40
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	£ 2,338.83
£ 675.00		38 RENT	£ 300.00	£ 578.70
		39 SPORTS PITCH MAINTENANCE	£ -	£ 12,125.00
£ 221.26		40 WAYLEAVES	£ -	£ 6.91

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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41 TREE/SHRUB MAINTENANCE	£	2,500.00	£	167.49
42 TRANSFER TO RECREATION RES	£	5,000.00	£	-
	£	19,800.00	£	15,216.93

RECREATION EQUIPMENT

46 EQUIPMENT & MAINTENANCE	£	7,500.00	£	3,417.51
47 MOBILE PHONES	£	600.00	£	346.72
48 VEHICLE TAX/INSURANCE	£	1,500.00	£	1,037.70
49 FUEL	£	1,750.00	£	1,239.92
50 TRANSFER TO RECR EQUIP RES	£	5,000.00	£	-
	£	16,350.00	£	6,041.85

POLICY & RESOURCES COMM

DEPOT

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

FINANCE

60 AUDIT	£	1,100.00	£	938.28
61 OFFICE EXPENSES	£	6,500.00	£	3,636.63
62 SUBSCRIPTIONS	£	800.00	£	450.00
63 TRAVEL/MILEAGE STAFF	£	300.00	£	80.73
64 INSURANCE	£	3,500.00	£	3,281.50
65 GRANT AID	£	5,000.00	£	500.00
66 TRANS TO RISK MANAGEM RES	£	-	£	-
67 ELECTIONS	£	-	£	-
£ 586.17 68 INVESTMENT INCOME	£	-	£	-
£ 1,155.00 69 TRAINING	£	3,000.00	£	2,686.75
70 MILEAGE/EXP COUNCILLORS	£	100.00	£	8.00
71 WEBSITE/IT	£	3,000.00	£	3,005.36
72 RECRUITMENT	£	250.00	£	-
73 BANK FEES	£	250.00	£	113.60
74 QUALITY COUNCIL	£	-	£	-
75 COUNCILLORS TRAINING	£	1,500.00	£	-
	£	25,300.00	£	14,700.85

SALARIES & ON COSTS

80 GROUNDSTAFF	£	69,000.00	£	42,524.61
81 OFFICE STAFF	£	82,500.00	£	59,009.29
82 CARETAKER	£	6,900.00	£	4,643.05
83 PENSION DEFICIT	£	5,704.00	£	3,804.00
	£	164,104.00	£	109,980.95

OLD COURT HOUSE

86 ALARM	£	250.00	£	117.60
87 INSURANCE	£	400.00	£	-
88 WATER RATES	£	1,200.00	£	1,058.38
89 NON DOMESTIC RATES	£	6,400.00	£	5,891.00
90 GAS/ELEC	£	4,500.00	£	3,085.89

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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	91 REPAIRS/MAINTENANCE	£	5,000.00	£	4,219.18
	92 TRANSFER TO OLD COURT	£	-	£	-
£ 4,328.50	93 TENANTS RENT	£	-	£	-
£ 2,818.88	94 ROOM HIRE	£	-	£	45.00
		£	17,750.00	£	14,417.05
PROFESSIONAL FEES					
	98 HR	£	1,500.00	£	2,623.35
	99 HEALTH & SAFETY	£	1,500.00	£	-
	100 LEGAL FEES	£	5,000.00	£	10,155.40
		£	8,000.00	£	12,778.75
MAYORS CHARITY					
£ 365.81	104 MAYORS CHARITY	£	-	£	-
		£	-	£	-
PROPERTY DEVELOPMENT					
	105 PROPERTY DEVELOPMENT	£	-	£	-
		£	-	£	-
RESERVES					
	107 COMMUNITY RESERVE	£	-	£	-
	108 PROMOTIONS RESERVE	£	-	£	-
	109 ENVIRONMENT/CCTV RESERVE	£	-	£	-
	110 RECREATION	£	-	£	261.00
	111 RECREATION EQUIPMENT	£	-	£	-
	112 LINEAR PARK RESERVE	£	-	£	-
	113 DEPOT RESERVE	£	-	£	-
	114 OLD COURT HOUSE RESERVE	£	-	£	-
	115 RISK MANAGEMENT RESERVE	£	-	£	500.00
	116 LAND & PROP DEVELOP RES	£	-	£	-
	117 GENERAL RESERVE	£	21,100.00	£	12,588.33
		£	21,100.00	£	13,349.33
BUDGET ACTUAL					
£ 18,120.17		£	313,214.00	£	205,570.08

Payments minus Recs	£ 187,449.91
Precept	£ 283,414.00

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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	Bank Reconciliation at 30/09/2019		
	Cash in Hand 01/04/2019		
			433,819.14
	ADD		
	Receipts 01/04/2019 - 30/09/2019		318,659.09
A	SUBTRACT		752,478.23
	Payments 01/04/2019 - 30/09/2019		225,178.79
	Cash in Hand 30/09/2019 (per Cash Book)		527,299.44
	Cash in hand per Bank Statements		
	Cash	30/09/2019	49.50
	Nat West Reserve Account	30/09/2019	498,038.20
	Nat West Current Account	30/09/2019	29,211.74
			527,299.44
	Less unpresented cheques As attached		0.00
			527,299.44
	Plus unpresented receipts As attached		0.00
			527,299.44
B	Adjusted Bank Balance		527,299.44
	A = B Checks out OK		

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

Bingham Town Council

Transactions for Cash

Voucher	Date	Chq/Rec No.	Description	Total	Balance	Cashed date
			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	
23,777	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	
215	02/07/2019	PC	Coffee	-4.19	50.18	
216	10/07/2019	PC	Milk/biscuits	-3.40	46.78	
217	12/07/2019	PC	Milk	-0.90	45.88	
219	18/07/2019	PC	Fuel	-20.06	25.82	
220	18/07/2019	PC	Dry Cleaning - Tea towels	-4.00	21.82	
221	24/07/2019	PC	Milk	-0.52	21.30	
218	31/07/2019	PC	Car parking fee	-2.00	19.30	
264	13/08/2019	PC	Milk	-0.52	18.78	
265	05/09/2019	PC	Fuel	-10.00	8.78	
312	06/09/2019	PC	Petrol	-10.00	-1.22	
313	06/09/2019	PC	Postage	-7.40	-8.62	
314	06/09/2019	PC	Postage	-7.40	-16.02	
315	06/09/2019	PC	Merchant Navy Day Refreshments	-25.70	-41.72	
316	06/09/2019	PC	Petrol	-20.00	-61.72	
317	09/09/2019	PC	Coffee	-6.00	-67.72	
319	10/09/2019	PC	Fuel	-23.12	-90.84	
24,389	10/09/2019		Transfer from Nat West Current Account	191.22	100.38	
320	11/09/2019	PC	Parking charges	-3.60	96.78	
322	21/09/2019	PC	Coffee	-4.00	92.78	
321	23/09/2019	PC	Milk	-1.50	91.28	
318	30/09/2019	PC	Coffee	-5.00	86.28	
323	30/09/2019	PC	Milk	-3.50	82.78	
324	30/09/2019	PC	Postage	-29.28	53.50	
325	30/09/2019	PC	Parking charges	-4.00	49.50	
			CLOSING BALANCE		49.50	

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

Statement for account [REDACTED] from 01/09/2019 to 30/09/2019

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				29,211.74Cr
30/09/2019	UTILITY WAREHOUSE 6094729/6094729/14	D/D	363.46		29,211.74Cr
30/09/2019	BNP PARIBAS LEASIN 00734646 U1678035	D/D	278.40		29,575.20Cr



Bankline

Statement for account [REDACTED] from 01/09/2019 to 30/09/2019

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				498,038.20Cr
30/09/2019	30SEP GRS 21499039	INT		68.11	498,038.20Cr
27/09/2019	BING TOWN COUNCIL TRANS TO CURRENT	EBP	20,000.00		497,970.09Cr
27/09/2019	RUSHCLIFFE BC	BAC		141,707.00	517,970.09Cr
19/09/2019	BING TOWN COUNCIL TRANS TO CURRENT	EBP	20,000.00		376,263.09Cr
	OPENING BALANCE				396,263.09Cr
Totals			40,000.00	141,775.11	

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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Bank Reconciliation at 31/10/2019			
Cash in Hand 01/04/2019			
			433,819.14
ADD			
	Receipts 01/04/2019 - 31/10/2019		324,891.38
			758,710.52
SUBTRACT			
	Payments 01/04/2019 - 31/10/2019		293,923.79
A	Cash in Hand 31/10/2019 (per Cash Book)		464,786.73
Cash in hand per Bank Statements			
	Cash	31/10/2019	20.17
	Nat West Reserve Account	31/10/2019	438,116.55
	Nat West Current Account	31/10/2019	26,667.01
			464,803.73
	Less unrepresented cheques As attached		17.00
			464,786.73
	Plus unrepresented receipts As attached		0.00
B	Adjusted Bank Balance		464,786.73
A = B Checks out OK			

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

Bingham Town Council

Transactions for Cash

Voucher	Date	Chq/Rec No.	Description	Total	Balance	Cashed date
			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	
23,777	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	
215	02/07/2019	PC	Coffee	-4.19	50.18	
216	10/07/2019	PC	Milk/biscuits	-3.40	46.78	
217	12/07/2019	PC	Milk	-0.90	45.88	
219	18/07/2019	PC	Fuel	-20.06	25.82	
220	18/07/2019	PC	Dry Cleaning - Tea towels	-4.00	21.82	
221	24/07/2019	PC	Milk	-0.52	21.30	
218	31/07/2019	PC	Car parking fee	-2.00	19.30	
264	13/08/2019	PC	Milk	-0.52	18.78	
265	05/09/2019	PC	Fuel	-10.00	8.78	
312	06/09/2019	PC	Petrol	-10.00	-1.22	
313	06/09/2019	PC	Postage	-7.40	-8.62	
314	06/09/2019	PC	Postage	-7.40	-16.02	
315	06/09/2019	PC	Merchant Navy Day Refreshments	-25.70	-41.72	
316	06/09/2019	PC	Petrol	-20.00	-61.72	
317	09/09/2019	PC	Coffee	-6.00	-67.72	
319	10/09/2019	PC	Fuel	-23.12	-90.84	
24,389	10/09/2019		Transfer from Nat West Current Account	191.22	100.38	
320	11/09/2019	PC	Parking charges	-3.60	96.78	
322	21/09/2019	PC	Coffee	-4.00	92.78	
321	23/09/2019	PC	Milk	-1.50	91.28	
318	30/09/2019	PC	Coffee	-5.00	86.28	
323	30/09/2019	PC	Milk	-3.50	82.78	
324	30/09/2019	PC	Postage	-29.28	53.50	
325	30/09/2019	PC	Parking charges	-4.00	49.50	
25,758	01/10/2019		Transfer from Nat West Current Account	150.50	200.00	
349	03/10/2019	PC	Postage	-2.00	198.00	
350	03/10/2019	PC	Fuel	-22.84	175.16	
351	06/10/2019	PC	Coffee	-6.00	169.16	
352	09/10/2019	PC	Refreshments	-6.00	163.16	
353	16/10/2019	PC	Condolence Cards	-1.50	161.66	
354	16/10/2019	PC	napkins	-0.99	160.67	

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

Transactions for Cash

Voucher	Date	Chq/Rec No.	Description	Total	Balance	Cashed date
			STARTING BALANCE		109.27	
355	16/10/2019	PC	Civic Service refreshments	-3.00	157.67	
356	16/10/2019	PC	Civic Reception refreshments	-6.70	150.97	
357	17/10/2019	PC	Civic Service refreshments	-1.90	149.07	
358	17/10/2019	PC	Fuel	-23.99	125.08	
360	20/10/2019	PC	Civic Service Flowers	-6.17	118.91	
359	21/10/2019	PC	table cloth hire	-98.74	20.17	as at
400	01/11/2019	PC	Stamps	-7.32	12.85	31/10/19
401	01/11/2019	PC	Refreshments - Staff training	-7.95	4.90	
402	01/11/2019	PC	Milk	-1.50	3.40	
			CLOSING BALANCE		3.40	

Minutes of a meeting of the Policy & Resources Committee of Bingham Town Council
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Bank Reconciliation at 30/11/2019			
	Cash in Hand 01/04/2019		433,819.14
	ADD		
	Receipts 01/04/2019 - 30/11/2019		326,102.04
			759,921.18
	SUBTRACT		
	Payments 01/04/2019 - 30/11/2019		322,896.54
A	Cash in Hand 30/11/2019 (per Cash Book)		437,024.64
	Cash in hand per Bank Statements		
	Cash 30/11/2019	19.47	
	Nat West Reserve Account 30/11/2019	418,185.07	
	Nat West Current Account 30/11/2019	18,837.10	
			437,041.64
	Less unrepresented cheques		17.00
			437,024.64
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		437,024.64
A = B Checks out OK			

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

Transactions for Cash

Voucher	Date	Chq/Rec No.	Description	Total	Balance	Cashed date
			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	
23,777	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	
215	02/07/2019	PC	Coffee	-4.19	50.18	
216	10/07/2019	PC	Milk/biscuits	-3.40	46.78	
217	12/07/2019	PC	Milk	-0.90	45.88	
219	18/07/2019	PC	Fuel	-20.06	25.82	
220	18/07/2019	PC	Dry Cleaning - Tea towels	-4.00	21.82	
221	24/07/2019	PC	Milk	-0.52	21.30	
218	31/07/2019	PC	Car parking fee	-2.00	19.30	
264	13/08/2019	PC	Milk	-0.52	18.78	
265	05/09/2019	PC	Fuel	-10.00	8.78	
312	06/09/2019	PC	Petrol	-10.00	-1.22	
313	06/09/2019	PC	Postage	-7.40	-8.62	
314	06/09/2019	PC	Postage	-7.40	-16.02	
315	06/09/2019	PC	Merchant Navy Day Refreshments	-25.70	-41.72	
316	06/09/2019	PC	Petrol	-20.00	-61.72	
317	09/09/2019	PC	Coffee	-6.00	-67.72	
319	10/09/2019	PC	Fuel	-23.12	-90.84	
24,389	10/09/2019		Transfer from Nat West Current Account	191.22	100.38	
320	11/09/2019	PC	Parking charges	-3.60	96.78	
322	21/09/2019	PC	Coffee	-4.00	92.78	
321	23/09/2019	PC	Milk	-1.50	91.28	
318	30/09/2019	PC	Coffee	-5.00	86.28	
323	30/09/2019	PC	Milk	-3.50	82.78	
324	30/09/2019	PC	Postage	-29.28	53.50	
325	30/09/2019	PC	Parking charges	-4.00	49.50	
25,758	01/10/2019		Transfer from Nat West Current Account	150.50	200.00	
349	03/10/2019	PC	Postage	-2.00	198.00	
350	03/10/2019	PC	Fuel	-22.84	175.16	
351	06/10/2019	PC	Coffee	-6.00	169.16	
352	09/10/2019	PC	Refreshments	-6.00	163.16	
353	16/10/2019	PC	Condolence Cards	-1.50	161.66	
354	16/10/2019	PC	napkins	-0.99	160.67	

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 17 December 2019 at 7.15pm

Transactions for Cash

Voucher	Date	Chq/Rec No.	Description	Total	Balance	Cashed date
			STARTING BALANCE		109.27	
355	16/10/2019	PC	Civic Service refreshments	-3.00	157.67	
356	16/10/2019	PC	Civic Reception refreshments	-6.70	150.97	
357	17/10/2019	PC	Civic Service refreshments	-1.90	149.07	
358	17/10/2019	PC	Fuel	-23.99	125.08	
360	20/10/2019	PC	Civic Service Flowers	-6.17	118.91	
359	21/10/2019	PC	table cloth hire	-98.74	20.17	
400	01/11/2019	PC	Stamps	-7.32	12.85	
401	01/11/2019	PC	Refreshments - Staff training	-7.95	4.90	
402	01/11/2019	PC	Milk	-1.50	3.40	
26,759	04/11/2019		Transfer from Nat West Current Account	179.83	183.23	
466	05/11/2019	PC	Dry Cleaning - Tea towels	-4.00	179.23	
467	05/11/2019	PC	Coffee & milk	-6.50	172.73	
468	05/11/2019	PC	German flag	-2.99	169.74	
469	12/11/2019	PC	Stamps	-7.32	162.42	
470	13/11/2019	PC	Refreshments	-12.60	149.82	
471	15/11/2019	PC	Stick on tape	-8.32	141.50	
472	19/11/2019	PC	Postage	-2.00	139.50	
473	21/11/2019	PC	Coffee	-5.00	134.50	
474	21/11/2019	PC	Fuel	-23.53	110.97	
475	25/11/2019	PC	Fuel	-20.00	90.97	
476	26/11/2019	PC	Milk	-1.50	89.47	
477	29/11/2019	PC	Staff Food for Christmas Fair	-70.00	19.47	
			CLOSING BALANCE		19.47	