



BINGHAM TOWN COUNCIL

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

25 September 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 01 October 2019 at 7.00pm.

Please note there is a confidential extra-ordinary Full Council meeting immediately before hand at 6.30pm which may over-run.

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 01 October 2019 at 7.00pm 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 30 July 2019 (Appendix A)
4. To verify Accounts Paid Report to 31 August 2019 (Appendix B)
5. To review the Budget Review Report to 31 August 2019 (Appendix C)
6. To verify the Bank Reconciliations:
 - (a) to 31 July 2019 (Appendix D)
 - (b) to 31 August 2019 (Appendix E)
7. To consider the progression of a Public Works Loans Board submission
8. To review Rushcliffe Borough Council's revised Code of Conduct and to consider whether to recommend adoption by Bingham Town Council (Appendix F)
9. To review the Risk Management controls (Appendix G)
10. To consider pension provision for future employees
11. To consider how to direct any employee questions in relation to the issuance of the new Staff Handbook
12. To consider a Staffing Capacity working group (Appendix H)
13. To consider a Policy sub-committee (Appendix I)
14. To review the security provision and access authorisation at the Old Court House
15. To note the Information Commissioner's Office latest guidance: <https://ico.org.uk/about-the-ico/news-and-events/news-and-blogs/2019/08/blog-three-top-issues-for-town-and-parish-councils/> and to note that an internal General Data Protection Regulations (GDPR) audit will proceed
16. To consider the status on the following P&R Committee priorities:
 - (a) Long Stay Car-park
 - (b) Business and IT continuity
 - (c) Making Tax Digital
 - (d) Reduce the Council's Carbon Imprint

- (e) Responsible Commuting
- (f) Plastic Free Bingham
- (g) Council Resources including Employees

17. To receive an update from the Bingham Growth Board meeting on 24 September 2019
18. To consider any recommendations from Committees:
 - (a) To extend the engagement of the Playpark Consultant in relation to Wychwood Road and Cogley Lane
 - (b) To support the additional expenditure for winter planting of the flower towers
19. To recommend the writing off of the following assets including removal from the asset register:
 - (a) Fujitsu laptop
 - (b) CCTV Tascam PCM Recorder and Monitor
20. To consider progress and note the following training:
 - (a) Councillor
 - (b) RoSPA play park inspection
21. To consider Rushcliffe Borough Council's consultation on their Street Trading policy:
<https://www.rushcliffe.gov.uk/business/rulesandregulations/licensing/otherlicences/streetworking/>
22. 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 30 July 2019
 - To consider retrospective room hire charges for a community group
 - To consider staffing matters