

**PRESENT:**

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

Officer: S Pyke (Clerk) & J Riddle (Deputy Clerk)

Members of the Public: 12 including Councillors W Stapleton, G Williams, V Leach and J Lewis

**1. APOLOGIES FOR ABSENCE**

All Councillors were present.

**2. DECLARATIONS OF INTEREST**

Councillor J Stockwood declared an interest in any items relating to himself in item 28 and Councillor F Purdue-Horan, declared an interest in the same item.

Councillor T Wallace proposed and Councillor R Bird seconded that an item of correspondence in item 28 relating to a Councillors behaviour be moved into the main agenda as a public item. A vote was taken and the motion was defeated.

**3. MINUTES**

The minutes of 15 September 2020, Folio 9611-9631 were taken as read, approved and will be signed retrospectively by the Chairman as a correct record after lockdown measures have eased.

**4. OUTSTANDING ACTIONS AND FURTHER DECISIONS**

It was agreed that it should be noted that the list of actions and decisions did not include knee high fence around Wychwood Road, a security review of sites owned by the Town Council, litter bin review on Wynhill and Butt Field and a resolution to open Orchard Park. Council decisions regarding each item should be provided within 7 days. It was also noted that the Council's decision to support a temporary role to complete tasks, would help to address the outstanding actions and decisions.

**5. ACCOUNTS PAID REPORT TO 31 OCTOBER 2020 (FOLIOS 9655 TO 9657)**

**RECOMMEND:** approval of the accounts paid report of £59,799.48

**6. BANK RECONCILIATIONS (FOLIOS 9658 TO 9663)**

The Reconciliation Reports to 30 September 2020 and 31 October 2020 were presented and it was agreed to

**RECOMMEND:** approval of the Reconciliation Reports.

**7. BUDGET TO ACTUAL TO 31 OCTOBER 2020 (FOLIO 9664 TO 9667)**

The budgets to actuals report were noted by the committee.

8. **YEAR END FORECAST TO 31 MARCH 2021 (FOLIO 9668 TO 9670)**

The year-end forecast was noted by the committee.

9. **1<sup>ST</sup> DRAFT OF THE BUDGET FOR THE YEAR ENDING 31 MARCH 2022 (FOLIO 9671 TO 9676)**

The Clerk updated the committee that the first draft included a conservative amount of income as its unknown how quickly regular hirers would return to the Old Court House and the tax base was unconfirmed and may not increase as previous years. The main increase in costs was within the staffing budget to cover the increase in office staff required to deliver the Councils projects, a third member of ground staff and also an additional caretaking amount in consideration of potential changes at Orchard Park.

The committee noted the first draft. The draft budget would be considered by all the committees with a request for comments against the proposed amounts. The budget would be finalised at Full Council in February 2021.

10. **THREE YEAR RESERVE PLAN FOR THE YEAR ENDING 31 MARCH 2024 (FOLIO 9677)**

The reserve plan was noted and would be finalised in February at the budget setting meeting.

11. **COSTS INCURRED FOR THE INSTALLATION AND REMOVAL OF THE SMALL CHRISTMAS TREES IN THE TOWN CENTRE**

The costs incurred to erect the trees were noted by the committee.

12. **DECISION OF THE COUNCILS HR AND HEALTH AND SAFETY CONSULTANT NOT TO RE-TENDER FOR A NEW 3-YEAR TERM**

A request to suspend standing orders was made by a member of the public. A vote was taken and the request was denied.

The decision of the HR and Health and Safety consultants was noted by the committee and the Clerk confirmed that work to progress new quotes had started.

13. **ADDITIONAL DIRECT DEBIT FOR FUEL CARDS**

The committee noted the new ongoing direct debit.

14. **REVIEW OF THE ALLOTMENT RENTS FOR THE YEAR ENDING 31 DECEMBER 2021**

**RECOMMEND:** that the allotment rents remain at the current rates for the year ending 31 December 2021.

15. **TERMS AND CONDITIONS OF THE NEST PENSION SCHEME**

**RECOMMEND:** acceptance of the terms and conditions.

16. **EXTENSION OF THE PROVISION OF FREE OF CHARGE READ ONLY ACCESS OF THE FINANCE SOFTWARE TO ALL MEMBERS OF POLICY AND RESOURCES**

**RECOMMED:** that all Bingham Town Councillors be offered read only access to Scribe on request.

17. **VAN HIRE EXPENDITURE**

The Clerk updated the committee that due to staffing levels the van had since been returned and the hire firm had waived the few days expenditure incurred.

18. **SETTING A BUDGET FOR A SECOND VEHICLE**

The committee supported the existing decision to renew the Council's large equipment and further information about a second vehicle would be taken to Full Council.

19. **INCREASING OF THE LIMIT FROM £500 TO £1000 FOR THE PROPER OFFICER TO AUTHORISE EMERGENCY EXPENDITURE OF THE FINANCIAL REGULATIONS PARAGRAPH 4.5**

**RECOMMEND:** that the Clerk in conjunction with the relevant committee chair or vice chair, be able to authorise emergency expenditure up to £1000.

20. **FREQUENCY AND MEETING DATES FOR THE CAR PARK AND POLICY SUB-COMMITTEE**

It was agreed to continue with the arrangements of calling a meeting as required, with regards being given to good notification to allow members to attend.

21. **STAFF TRAINING MATRIX**

The committee noted the staff training matrix.

22. **COUNCILLOR TRAINING MATRIX**

The committee noted the councillor training matrix.

23. **PROPER OFFICERS 3<sup>RD</sup> YEAR OF THEIR COMMUNITY GOVERNANCE DEGREE**

**RECOMMEND:** not to support the Clerk's 3<sup>rd</sup> year of her Community Governance Degree

24. **PROPER OFFICERS AND DEPUTY CLERKS ATTENDANCE AT THE SLCC PRACTITIONERS CONFERENCE ON 23 TO 25 FEBRUARY 2021**

The committee noted the attendance dates.

**25. CHRISTMAS OFFICE CLOSURE DATES**

The committee noted the closure dates from Wednesday 23 December 2020 through Friday 01 January 2021 (inclusive).

**26. UPDATED CALENDAR OF MEETINGS TO MAY 2021 (FOLIO 9678 to 9679)**

**RECOMMEND:** the updated Calendar of meetings was accepted.

**27. CORRESPONDENCE.**

(a) Nottinghamshire County Council Local Government Pension Scheme reform of exit pay arrangements – The committee noted the correspondence.

**28. 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”

The following matters were discussed:

- Confidential Notes from 15 September 2020  
**AGREED** that the notes be approved.

- Correspondence and further actions

**RECOMMEND:** that a report be made to the Monitoring Officer

**RECOMMEND:** that the nominated Councillors remain unchanged.

- Staffing Matters:

**RECOMMEND:** the work to review and update be accepted.

**RECOMMEND:** that the casual worker contract be agreed and kept on file.

Meeting Closed at: 8.52pm

.....CHAIRMAN

Date: .....

RECOMMENDATIONS:

- Approval of the accounts paid report of £59,799.48
- Approval of the Reconciliation Reports to 30 September 2020 and 31 October 2020
- Allotment rents remain at the current rates for the year ending 31 December 2021.
- Acceptance of the NEST pension scheme terms and conditions.
- All Bingham Town Councillors be offered read only access on request to Scribe
- The Clerk in conjunction with the relevant committee chair or vice chair, be able to authorise emergency expenditure up to £1000.
- Not to support the Clerk's 3<sup>rd</sup> year of her Community Governance Degree
- The updated Calendar of meetings was accepted to May 2021.

# Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council on Tuesday 01 December 2020 at 7.00pm

## Accounts Paid Report to 31 October 2020

|                |                                   |                              |          |
|----------------|-----------------------------------|------------------------------|----------|
| 220 01/09/2020 | Trade Waste collection            | Enva                         | 229.61   |
| 221 04/09/2020 | Photocopying charges              | Automated Systems Group Ltd  | 26.36    |
| 222 04/09/2020 | TCR,inspection, report & Recom    | AT2 Tree Surgery             | 595.00   |
| 223 04/09/2020 | New Laminator                     | Espo                         | 216.00   |
| 224 04/09/2020 | Cleaning materials                | Espo                         | 159.10   |
| 225 04/09/2020 | Stationery                        | Espo                         | 32.22    |
| 226 04/09/2020 | Keyholding                        | Foremost Security            | 42.00    |
| 227 04/09/2020 | Grave digging fees                | A Buckingham                 | 275.00   |
| 228 04/09/2020 | Equipment                         | Handicentre (Bingham) Ltd    | 107.52   |
| 229 04/09/2020 | Equipment                         | Handicentre (Bingham) Ltd    | 43.34    |
| 230 04/09/2020 | PAYE M5                           | HMRC                         | 847.92   |
| 231 04/09/2020 | PAYE M5                           | HMRC                         | 1,152.59 |
| 232 04/09/2020 | Data Entry                        | Hrunk                        | 60.00    |
| 233 04/09/2020 | Repairs to Stihl Blower           | J R Mowers                   | 82.76    |
| 234 04/09/2020 | Superann M5                       | NCC Pension Fund             | 448.96   |
| 235 04/09/2020 | Superann M5                       | NCC Pension Fund             | 1,294.24 |
| 236 04/09/2020 | Superann M5                       | NCC Pension Fund             | 125.09   |
| 237 04/09/2020 | Superann M5                       | NCC Pension Fund             | 489.00   |
| 238 04/09/2020 | Hire of furniture sets BCE        | The Marquee Co Ltd           | 1,248.00 |
| 239 04/09/2020 | Grass cutting                     | Streetwise Environmental Ltd | 136.08   |
| 240 04/09/2020 | Insurance                         | Zurich Municipal             | 3,239.01 |
| 241 04/09/2020 | Contribution towards August Event | Bingham Community Events     | 500.00   |
| 242 07/09/2020 | Non domestic rates                | Rushcliffe Borough Council   | 749.00   |
| 243 14/09/2020 | Non domestic rates                | Rushcliffe Borough Council   | 91.00    |
| 244 15/09/2020 | Bank charges                      | Natwest                      | 8.40     |
| 245 22/09/2020 | OCH Room Hire                     | Entered as payment in error  | 0.00     |
| 246 22/09/2020 | Cemetery fees                     | Entered as payment in error  | 0.00     |
| 247 24/09/2020 | WAGES m6                          | WAGES m6                     | 3,684.33 |
| 248 24/09/2020 | WAGES m6                          | WAGES m6                     | 4,830.08 |
| 249 24/09/2020 | WAGES m6                          | WAGES m6                     | 551.96   |
| 250 29/09/2020 | Tractor Lease                     | BNP Paribas                  | 278.40   |
| 251 30/09/2020 | Gas/elec bill                     | Utility Warehouse            | 79.99    |
| 252 30/09/2020 | Mobile                            | Utility Warehouse            | 11.00    |
| 253 30/09/2020 | Mobile                            | Utility Warehouse            | 22.00    |
| 254 30/09/2020 | Cem Elec bill                     | Utility Warehouse            | 6.88     |
| 255 30/09/2020 | Depot Alarm bill                  | Utility Warehouse            | 17.64    |
| 256 30/09/2020 | Phone/broadband bill              | Utility Warehouse            | 105.36   |
| 257 30/09/2020 | Trade Waste collection            | Enva                         | 184.85   |
| 258 02/09/2020 | Fuel                              | Petty Cash                   | 15.00    |
| 259 09/09/2020 | Petty cash tin                    | Petty Cash                   | 5.99     |
| 260 16/09/2020 | Fuel                              | Petty Cash                   | 11.38    |
| 261 28/09/2020 | Milk                              | Petty Cash                   | 1.15     |
| 262 29/09/2020 | Fuel                              | Petty Cash                   | 15.28    |
| 263 02/10/2020 | IT support                        | Arcsus                       | 211.69   |
| 264 02/10/2020 | Replacement keyboard              | Arcsus                       | 21.13    |
| 265 02/10/2020 | Photocopying charges              | Automated Systems Group Ltd  | 29.88    |
| 266 02/10/2020 | Warners Paddock Rent              | The Crown Estate             | 132.00   |
| 267 02/10/2020 | Window cleaning                   | DHazzle                      | 25.00    |
| 268 02/10/2020 | Window cleaning                   | DHazzle                      | 25.00    |
| 269 02/10/2020 | Keyholding                        | Foremost Security            | 42.00    |
| 270 02/10/2020 | Barrier hire                      | GAP Group Ltd                | 123.60   |
| 271 02/10/2020 | Memorial kerb plaque              | Granart Ltd                  | 69.60    |
| 272 02/10/2020 | Gator repair                      | Henton & Chattell            | 990.66   |
| 273 02/10/2020 | PAYE M 6                          | HMRC                         | 1,159.22 |
| 274 02/10/2020 | PAYE M 6                          | HMRC                         | 1,248.20 |
| 275 02/10/2020 | Web site hosting                  | Hrunk                        | 250.00   |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
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|     |            |                                   |                                    |          |
|-----|------------|-----------------------------------|------------------------------------|----------|
| 276 | 02/10/2020 | Superann M 6                      | NCC Pension Fund                   | 528.48   |
| 277 | 02/10/2020 | Superann M 6                      | NCC Pension Fund                   | 1,574.84 |
| 278 | 02/10/2020 | Superann M 6                      | NCC Pension Fund                   | 150.10   |
| 279 | 02/10/2020 | Superann M 6                      | NCC Pension Fund                   | 489.00   |
| 280 | 02/10/2020 | Allot deposit refunds             | Mr & Mrs S Goodwin                 | 2.50     |
| 281 | 02/10/2020 | Membership                        | The National Allotment Society     | 66.00    |
| 282 | 02/10/2020 | Vaulting fee                      | A Buckingham                       | 450.00   |
| 283 | 02/10/2020 | Water bills                       | Water Plus                         | 157.37   |
| 284 | 02/10/2020 | Travel expenses                   | Sharon Pyke                        | 12.50    |
| 285 | 02/10/2020 | Armchair                          | Furniture & Interiors Ltd          | 499.00   |
| 286 | 02/10/2020 | Bingham Helping Hands Grant       | Bingham Community Events           | 5,000.00 |
| 287 | 07/10/2020 | Non domestic rates                | Rushcliffe Borough Council         | 749.00   |
| 288 | 08/10/2020 | Photocopier Lease rental          | PeAC UK LTD                        | 386.18   |
| 289 | 14/10/2020 | Non domestic rates                | Rushcliffe Borough Council         | 91.00    |
| 290 | 15/10/2020 | Bank charges                      | Natwest                            | 9.60     |
| 291 | 01/10/2020 | Disposable face masks             | Petty Cash                         | 33.75    |
| 292 | 01/10/2020 | Antibacterial wipes               | Petty Cash                         | 4.20     |
| 293 | 01/10/2020 | Tea Bags                          | Petty Cash                         | 3.50     |
| 294 | 07/10/2020 | Milk                              | Petty Cash                         | 0.55     |
| 295 | 07/10/2020 | Hand sanitiser                    | Petty Cash                         | 12.50    |
| 296 | 14/10/2020 | Milk                              | Petty Cash                         | 0.90     |
| 297 | 15/10/2020 | IT support                        | Arcsus                             | 212.46   |
| 298 | 15/10/2020 | APC Smart UPS                     | Arcsus                             | 746.36   |
| 299 | 15/10/2020 | Hire of Mower                     | Burdens Group                      | 1,680.00 |
| 300 | 15/10/2020 | Black bin bags                    | Cleaning supplies 4U               | 92.77    |
| 301 | 15/10/2020 | Stage Hire                        | Daytona Stage Hire                 | 1,320.00 |
| 302 | 15/10/2020 | Stationery                        | Espo                               | 4.80     |
| 303 | 15/10/2020 | Cleaning supplies                 | Espo                               | 64.07    |
| 304 | 15/10/2020 | Memorial bench & plaque           | Furnitubes                         | 915.60   |
| 305 | 15/10/2020 | Desk Screens                      | Mauvevorx                          | 757.72   |
| 306 | 15/10/2020 | Face shields                      | M G Safety Ltd                     | 84.00    |
| 307 | 15/10/2020 | Hand sanitiser station            | M G Safety Ltd                     | 264.00   |
| 308 | 15/10/2020 | Covid Wall & Floor graphics       | M G Safety Ltd                     | 306.00   |
| 309 | 15/10/2020 | Training Course - Cllr John Lewis | NALC                               | 16.80    |
| 310 | 15/10/2020 | Insurance                         | WPS Insurance Brokers Service      | 254.90   |
| 311 | 16/10/2020 | Window cleaning                   | DHazzle                            | 25.00    |
| 312 | 16/10/2020 | Keyholding                        | Foremost Security                  | 42.00    |
| 313 | 16/10/2020 | Data Entry                        | Hrunk                              | 60.00    |
| 314 | 16/10/2020 | Emptying of bins                  | Streetwise Environmental Ltd       | 234.00   |
| 315 | 16/10/2020 | Boiler service                    | Rowlson Plumbing & Heating Service | 126.00   |
| 316 | 16/10/2020 | Deep clean & fog of OCH           | Diamond Cleaning Services          | 700.00   |
| 317 | 16/10/2020 | HR Consulting                     | Ellis Whittam                      | 5,343.00 |
| 318 | 16/10/2020 | Photocopying charges              | Automated Systems Group Ltd        | 27.90    |
| 319 | 16/10/2020 | Barrier hire                      | GAP Group Ltd                      | 42.00    |
| 320 | 16/10/2020 | Memorial bench materials          | Handicentre (Bingham) Ltd          | 48.17    |
| 321 | 16/10/2020 | Cleaning supplies                 | Handicentre (Bingham) Ltd          | 9.83     |
| 322 | 16/10/2020 | Equipment                         | Handicentre (Bingham) Ltd          | 5.75     |
| 323 | 16/10/2020 | Fire alarm inspection             | Lindum Fire Services Ltd           | 402.00   |
| 324 | 16/10/2020 | Telescopic rod & saw              | J R Mowers                         | 230.00   |
| 325 | 16/10/2020 | Turf for Wychwood Road Play Park  | Graham Gresswell Transport Service | 504.00   |
| 326 | 23/10/2020 | WAGES M7                          | WAGES M7                           | 3,085.54 |
| 327 | 23/10/2020 | WAGES M7                          | WAGES M7                           | 4,735.75 |
| 328 | 23/10/2020 | WAGES M7                          | WAGES M7                           | 474.09   |
| 329 | 30/10/2020 | Gas/elec bill                     | Utility Warehouse                  | 247.33   |
| 330 | 30/10/2020 | Cemetery Electric                 | Utility Warehouse                  | 11.43    |
| 331 | 30/10/2020 | Mobile                            | Utility Warehouse                  | 22.00    |
| 332 | 30/10/2020 | Mobile                            | Utility Warehouse                  | 11.00    |
| 333 | 30/10/2020 | Phone/broadband bill              | Utility Warehouse                  | 104.13   |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
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|                |                  |                   |                  |
|----------------|------------------|-------------------|------------------|
| 334 30/10/2020 | Depot Alarm bill | Utility Warehouse | 20.64            |
|                |                  |                   | <b>59,799.48</b> |

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Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

1 October 2020 (2020-2021)

**Bingham Town Council**

Prepared by: \_\_\_\_\_  
Name and Role (Clerk/RFO etc)

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Name and Role (RFO/Chair of Finance etc)

Date: \_\_\_\_\_

|                            |                                                     |            |                          |
|----------------------------|-----------------------------------------------------|------------|--------------------------|
| <b>A</b>                   | <b>Bank Reconciliation at 30/09/2020</b>            |            |                          |
|                            | Cash in Hand 01/04/2020                             |            | 352,413.99               |
|                            | <b>ADD</b><br>Receipts 01/04/2020 - 30/09/2020      |            | 318,565.38               |
|                            | <b>SUBTRACT</b><br>Payments 01/04/2020 - 30/09/2020 |            | 670,979.37<br>130,587.04 |
|                            | <b>Cash in Hand 30/09/2020</b><br>(per Cash Book)   |            | <b>540,392.33</b>        |
| <b>B</b>                   | Cash in hand per Bank Statements                    |            |                          |
|                            | Cash 30/09/2020                                     | 124.63     |                          |
|                            | Nat West Reserve Account 30/09/2020                 | 500,062.10 |                          |
|                            | Nat West Current Account 30/09/2020                 | 40,205.60  |                          |
|                            |                                                     |            | <b>540,392.33</b>        |
|                            | Less unrepresented payments                         |            | 0.00                     |
|                            |                                                     |            | <b>540,392.33</b>        |
|                            | Plus unrepresented receipts                         |            | 0.00                     |
|                            | <b>Adjusted Bank Balance</b>                        |            | <b>540,392.33</b>        |
| <b>A = B Checks out OK</b> |                                                     |            |                          |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

**Bingham Town Council**

**Transactions for Cash**

| Voucher | Date       | Chq/Rec No. | Description                            | Total  | Balance       | Cashed date |
|---------|------------|-------------|----------------------------------------|--------|---------------|-------------|
|         |            |             | <b>STARTING BALANCE</b>                |        | <b>138.71</b> |             |
| 22      | 24/04/2020 | PC          | Cleaning materials                     | -8.70  | 130.01        |             |
| 23      | 30/04/2020 | PC          | Cleaning materials                     | -2.75  | 127.26        |             |
| 24      | 30/04/2020 | PC          | Cleaning materials                     | -3.63  | 123.63        |             |
| 25      | 30/04/2020 | PC          | Cleaning materials                     | -2.37  | 121.26        |             |
| 26      | 30/04/2020 | PC          | Fuel                                   | -20.00 | 101.26        |             |
| 27      | 30/04/2020 | PC          | Fuel                                   | -10.01 | 91.25         |             |
| 60      | 01/05/2020 | PC          | Fuel                                   | -10.01 | 81.24         |             |
| 61      | 11/05/2020 | PC          | Cleaning supplies                      | -5.00  | 76.24         |             |
| 62      | 11/05/2020 | PC          | Fuel                                   | -15.00 | 61.24         |             |
| 63      | 12/05/2020 | PC          | Cleaning supplies and keys             | -17.05 | 44.19         |             |
| 64      | 19/05/2020 | PC          | Fuel                                   | -20.00 | 24.19         |             |
| 36,949  | 22/05/2020 |             | Transfer from Nat West Current Account | 175.81 | 200.00        |             |
| 71      | 29/05/2020 | PC          | Fuel                                   | -18.80 | 181.20        |             |
| 115     | 11/06/2020 | PC          | Fuel                                   | -19.30 | 161.90        |             |
| 118     | 23/06/2020 | PC          | Fuel                                   | -19.00 | 142.90        |             |
| 116     | 25/06/2020 | PC          | Cleaning materials                     | -12.05 | 130.85        |             |
| 117     | 25/06/2020 | PC          | Cleaning materials                     | -3.00  | 127.85        |             |
| 119     | 29/06/2020 | PC          | Milk                                   | -1.50  | 126.35        |             |
| 180     | 07/07/2020 | PC          | Fuel                                   | -9.99  | 116.36        |             |
| 181     | 14/07/2020 | PC          | Fuel                                   | -19.01 | 97.35         |             |
| 183     | 28/07/2020 | PC          | Fuel                                   | -10.00 | 87.35         |             |
| 182     | 30/07/2020 | PC          | Facemasks                              | -30.00 | 57.35         |             |
| 191     | 06/08/2020 | PC          | Cleaning supplies                      | -6.00  | 51.35         |             |
| 217     | 10/08/2020 | PC          | Fuel                                   | -9.99  | 41.36         |             |
| 218     | 13/08/2020 | PC          | Fuel                                   | -16.58 | 24.78         |             |
| 258     | 02/09/2020 | PC          | Fuel                                   | -15.00 | 9.78          |             |
| 42,326  | 04/09/2020 |             | Transfer from Nat West Current Account | 148.65 | 158.43        |             |
| 259     | 09/09/2020 | PC          | Petty cash tin                         | -5.99  | 152.44        |             |
| 260     | 16/09/2020 | PC          | Fuel                                   | -11.38 | 141.06        |             |
| 261     | 28/09/2020 | PC          | Milk                                   | -1.15  | 139.91        |             |
| 262     | 29/09/2020 | PC          | Fuel                                   | -15.28 | 124.63        |             |
|         |            |             | <b>CLOSING BALANCE</b>                 |        | <b>124.63</b> |             |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm



Bankline

Statement for account [REDACTED] from 01/09/2020 to 30/09/2020

|             |                   |               |                           |
|-------------|-------------------|---------------|---------------------------|
| 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     |
|------------|-----------------------------------------|------|--------|--------|--------------------|
|            | <b>CLOSING BALANCE</b>                  |      |        |        | <b>40,205.60Cr</b> |
| 30/09/2020 | UTILITY WAREHOUSE<br>6094729/6094729/15 | D/D  | 242.87 |        | 40,205.60Cr        |



Bankline

Statement for account [REDACTED] from 01/09/2020 to 30/09/2020

|             |                 |               |                           |
|-------------|-----------------|---------------|---------------------------|
| 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      |
|---------------|---------------------------------------|------|------------------|-------------------|---------------------|
|               | <b>CLOSING BALANCE</b>                |      |                  |                   | <b>500,062.10Cr</b> |
| 30/09/2020    | BING TOWN COUNCIL<br>TRANS TO CURRENT | EBP  | 20,000.00        |                   | 500,062.10Cr        |
| 30/09/2020    | 30SEP GRS 21499039                    | INT  |                  | 3.58              | 520,062.10Cr        |
| 25/09/2020    | RUSHCLIFFE BC                         | BAC  |                  | 150,132.50        | 520,058.52Cr        |
| 03/09/2020    | BING TOWN COUNCIL<br>TRANS TO CURRENT | EBP  | 20,000.00        |                   | 369,926.02Cr        |
|               | <b>OPENING BALANCE</b>                |      |                  |                   | <b>389,926.02Cr</b> |
| <b>Totals</b> |                                       |      | <b>40,000.00</b> | <b>150,136.08</b> |                     |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

4 November 2020 (2020-2021)

**Bingham Town Council**

Prepared by: \_\_\_\_\_  
Name and Role (Clerk/RFO etc)

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Name and Role (RFO/Chair of Finance etc)

Date: \_\_\_\_\_

|          |                                                     |            |  |                          |
|----------|-----------------------------------------------------|------------|--|--------------------------|
| <b>A</b> | <b>Bank Reconciliation at 31/10/2020</b>            |            |  |                          |
|          | Cash in Hand 01/04/2020                             |            |  | 352,413.99               |
|          | <b>ADD</b><br>Receipts 01/04/2020 - 31/10/2020      |            |  | 326,174.71               |
|          | <b>SUBTRACT</b><br>Payments 01/04/2020 - 31/10/2020 |            |  | 678,588.70<br>168,367.03 |
|          | <b>Cash in Hand 31/10/2020</b><br>(per Cash Book)   |            |  | <b>510,221.67</b>        |
| <b>B</b> | Cash in hand per Bank Statements                    |            |  |                          |
|          | Cash 31/10/2020                                     | 69.23      |  |                          |
|          | Nat West Reserve Account 31/10/2020                 | 480,066.16 |  |                          |
|          | Nat West Current Account 31/10/2020                 | 30,086.28  |  |                          |
|          |                                                     |            |  | <b>510,221.67</b>        |
|          | Less unrepresented payments                         |            |  | 0.00                     |
| <b>B</b> |                                                     |            |  | <b>510,221.67</b>        |
|          | Plus unrepresented receipts                         |            |  | 0.00                     |
|          | <b>Adjusted Bank Balance</b>                        |            |  | <b>510,221.67</b>        |
|          | <b>A = B Checks out OK</b>                          |            |  |                          |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

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4 November 2020 (2020-2021)

**Bingham Town Council**

**Transactions for Cash**

| Voucher | Date       | Chq/Rec No. | Description                            | Total  | Balance | Cashed date |
|---------|------------|-------------|----------------------------------------|--------|---------|-------------|
|         |            |             | STARTING BALANCE                       |        | 138.71  |             |
| 22      | 24/04/2020 | PC          | Cleaning materials                     | -8.70  | 130.01  |             |
| 23      | 30/04/2020 | PC          | Cleaning materials                     | -2.75  | 127.26  |             |
| 24      | 30/04/2020 | PC          | Cleaning materials                     | -3.63  | 123.63  |             |
| 25      | 30/04/2020 | PC          | Cleaning materials                     | -2.37  | 121.26  |             |
| 26      | 30/04/2020 | PC          | Fuel                                   | -20.00 | 101.26  |             |
| 27      | 30/04/2020 | PC          | Fuel                                   | -10.01 | 91.25   |             |
| 60      | 01/05/2020 | PC          | Fuel                                   | -10.01 | 81.24   |             |
| 61      | 11/05/2020 | PC          | Cleaning supplies                      | -5.00  | 76.24   |             |
| 62      | 11/05/2020 | PC          | Fuel                                   | -15.00 | 61.24   |             |
| 63      | 12/05/2020 | PC          | Cleaning supplies and keys             | -17.05 | 44.19   |             |
| 64      | 19/05/2020 | PC          | Fuel                                   | -20.00 | 24.19   |             |
| 36,949  | 22/05/2020 |             | Transfer from Nat West Current Account | 175.81 | 200.00  |             |
| 71      | 29/05/2020 | PC          | Fuel                                   | -18.80 | 181.20  |             |
| 115     | 11/06/2020 | PC          | Fuel                                   | -19.30 | 161.90  |             |
| 118     | 23/06/2020 | PC          | Fuel                                   | -19.00 | 142.90  |             |
| 116     | 25/06/2020 | PC          | Cleaning materials                     | -12.05 | 130.85  |             |
| 117     | 25/06/2020 | PC          | Cleaning materials                     | -3.00  | 127.85  |             |
| 119     | 29/06/2020 | PC          | Milk                                   | -1.50  | 126.35  |             |
| 180     | 07/07/2020 | PC          | Fuel                                   | -9.99  | 116.36  |             |
| 181     | 14/07/2020 | PC          | Fuel                                   | -19.01 | 97.35   |             |
| 183     | 28/07/2020 | PC          | Fuel                                   | -10.00 | 87.35   |             |
| 182     | 30/07/2020 | PC          | Facemasks                              | -30.00 | 57.35   |             |
| 191     | 06/08/2020 | PC          | Cleaning supplies                      | -6.00  | 51.35   |             |
| 217     | 10/08/2020 | PC          | Fuel                                   | -9.99  | 41.36   |             |
| 218     | 13/08/2020 | PC          | Fuel                                   | -16.58 | 24.78   |             |
| 258     | 02/09/2020 | PC          | Fuel                                   | -15.00 | 9.78    |             |
| 42,328  | 04/09/2020 |             | Transfer from Nat West Current Account | 148.65 | 158.43  |             |
| 259     | 09/09/2020 | PC          | Petty cash tin                         | -5.99  | 152.44  |             |
| 260     | 16/09/2020 | PC          | Fuel                                   | -11.38 | 141.06  |             |
| 261     | 28/09/2020 | PC          | Milk                                   | -1.15  | 139.91  |             |
| 262     | 29/09/2020 | PC          | Fuel                                   | -15.28 | 124.63  |             |
| 291     | 01/10/2020 | PC          | Disposable face masks                  | -33.75 | 90.88   |             |
| 292     | 01/10/2020 | PC          | Antibacterial wipes                    | -4.20  | 86.68   |             |
| 293     | 01/10/2020 | PC          | Tea Bags                               | -3.50  | 83.18   |             |
| 294     | 07/10/2020 | PC          | Milk                                   | -0.55  | 82.63   |             |
| 295     | 07/10/2020 | PC          | Hand sanitiser                         | -12.50 | 70.13   |             |
| 296     | 14/10/2020 | PC          | Milk                                   | -0.90  | 69.23   |             |
|         |            |             | CLOSING BALANCE                        |        | 69.23   |             |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm



Bankline

Statement for account [REDACTED] from 01/10/2020 to 31/10/2020

|             |                   |               |                           |
|-------------|-------------------|---------------|---------------------------|
| 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     |
|------------|-----------------------------------------|------|--------|--------|--------------------|
|            | <b>CLOSING BALANCE</b>                  |      |        |        | <b>30,086.28Cr</b> |
| 30/10/2020 | UTILITY WAREHOUSE<br>6094729/6094729/16 | D/D  | 416.53 |        | 30,086.28Cr        |



Bankline

Statement for account [REDACTED] from 01/10/2020 to 31/10/2020

|             |                 |               |                           |
|-------------|-----------------|---------------|---------------------------|
| 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      |
|---------------|---------------------------------------|------|------------------|-------------|---------------------|
|               | <b>CLOSING BALANCE</b>                |      |                  |             | <b>480,066.16Cr</b> |
| 30/10/2020    | 30OCT GRS 21499039                    | INT  |                  | 4.06        | 480,066.16Cr        |
| 21/10/2020    | BING TOWN COUNCIL<br>TRANS TO CURRENT | EBP  | 20,000.00        |             | 480,062.10Cr        |
|               | <b>OPENING BALANCE</b>                |      |                  |             | <b>500,062.10Cr</b> |
| <b>Totals</b> |                                       |      | <b>20,000.00</b> | <b>4.06</b> |                     |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

**BINGHAM TOWN COUNCIL BUDGETS 2020/2020**

**INCOME**

| CC<br>ID Cost Centre             | 2020/2021 Budget   | Receipts as at 31<br>October 2020 |
|----------------------------------|--------------------|-----------------------------------|
| 1 SUMMER FAIR                    | £ 3,500.00         | £ 220.00                          |
| 4 OTHER PROMOTIONS               | £ -                | £ 138.00                          |
| 9 STALL HIRE                     | £ 2,100.00         | £ -                               |
| 11 CHRISTMAS FAIR                | £ -                | £ -                               |
| 20 ALLOTMENT RENT                | £ 1,000.00         | £ 52.78                           |
| 31 CEMETERY MEMORIALS & FEES     | £ 10,000.00        | £ 5,467.40                        |
| 37 PLAY AREA/OPEN SPACE MAINT    | £ -                | £ 113.40                          |
| 38 RECREATION FACILITIES RENT    | £ 1,825.00         | £ 650.00                          |
| 40 WAYLEAVES                     | £ 220.00           | £ 221.26                          |
| 46 EQUIPMENT SERVICE/MAINTENANCE | £ -                | £ 175.00                          |
| 61 OFFICE EXPENSES               | £ -                | £ 30.00                           |
| 68 INVESTMENT INCOME             | £ 500.00           | £ 145.79                          |
| 69 TRAINING                      | £ 1,000.00         | £ -                               |
| 93 OLD COURT HOUSE TENANTS       | £ 2,450.00         | £ 4,596.00                        |
| 94 OLD COURT HOUSE ROOM HIRE     | £ 4,500.00         | £ 180.00                          |
| 109 ENVIRONMENT CCTV RESERVE     | £ -                | £ 1,000.00                        |
| 77 BINGHAM HELPING HANDS GRANT   | £ -                | £ 5,000.00                        |
|                                  | <b>£ 27,095.00</b> | <b>£ 17,989.63</b>                |

**EXPENDITURE**

| CC<br>ID Cost Centre | 2020/2021 Budget | Payments as at 31<br>October 2020 |
|----------------------|------------------|-----------------------------------|
|----------------------|------------------|-----------------------------------|

**COMMUNITY & ENVIR COMM**

**COMMUNITY & EVENTS**

|                                |                    |                   |
|--------------------------------|--------------------|-------------------|
| 1 SUMMER FAIR                  | £ 9,000.00         | £ -               |
| 2 CHRISTMAS LIGHTS             | £ 8,000.00         | £ -               |
| 3 CHRISTMAS TREE               | £ -                | £ -               |
| 4 OTHER PROMOTIONS             | £ 1,000.00         | £ 638.00          |
| 5 TOWN NEWS/LEAFLETS           | £ 1,500.00         | £ -               |
| 6 TOWN GUIDE/PROMO             | £ -                | £ -               |
| 7 CIVIC EVENTS & EXPENSES      | £ 1,750.00         | £ -               |
| 8 TRANS TO COMM RESERVE        | £ -                | £ -               |
| 9 NEIGHBOURHOOD PLAN EXT GRANT | £ -                | £ -               |
| 10 STALL HIRE                  | £ 2,100.00         | £ -               |
| 11 CHRISTMAS FAIR              | £ -                | £ 1,196.00        |
|                                | <b>£ 23,350.00</b> | <b>£ 1,834.00</b> |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

**ENVIRONMENT**

|                              |   |          |   |        |
|------------------------------|---|----------|---|--------|
| 12 CCTV MAINTENANCE          | £ | 500.00   | £ | -      |
| 13 GENERAL MAINTENANCE       | £ | 300.00   | £ | -      |
| 14 TOWN AND FLORAL DISPLAY   | £ | 2,000.00 | £ | 379.47 |
| 15 LITTER & DOG BINS         | £ | 1,200.00 | £ | 496.48 |
| 16 TRANS TO ENV/CCTV RESERVE | £ | 3,000.00 | £ | -      |
|                              | £ | 7,000.00 | £ | 875.95 |

**RECREATION COMMITTEE**

**ALLOTMENTS**

|                  |   |          |   |        |
|------------------|---|----------|---|--------|
| 20 RENT          | £ | 360.00   | £ | 354.50 |
| 21 WATER CHARGES | £ | 500.00   | £ | -      |
| 22 MAINTENANCE   | £ | 750.00   | £ | -      |
|                  | £ | 1,610.00 | £ | 354.50 |

**CEMETERY**

|                      |   |          |   |          |
|----------------------|---|----------|---|----------|
| 26 RATES             | £ | 900.00   | £ | 637.68   |
| 27 WATER/DRAINAGE    | £ | 350.00   | £ | 206.90   |
| 28 GRAVE PREPARATION | £ | 3,300.00 | £ | 2,550.00 |
| 29 ELECTRICITY       | £ | 100.00   | £ | 46.99    |
| 30 MAINTENANCE       | £ | 4,000.00 | £ | 322.20   |
| 31 MEMORIALS & FEES  | £ | 1,000.00 | £ | 1,401.14 |
|                      | £ | 9,650.00 | £ | 5,164.91 |

**RECREATION**

|                                |   |           |   |          |
|--------------------------------|---|-----------|---|----------|
| 35 LINEAR PARK                 | £ | 1,000.00  | £ | -        |
| 36 TRANSFER TO LINEAR PARK RES | £ | -         | £ | -        |
| 37 PLAY AREA/OPEN SPACE MAINT  | £ | 6,000.00  | £ | 450.40   |
| 38 RENT                        | £ | 520.00    | £ | 110.00   |
| 39 SPORTS PITCH MAINTENANCE    | £ | -         | £ | -        |
| 40 WAYLEAVES                   | £ | 10.00     | £ | 7.53     |
| 41 TREE/SHRUB MAINTENANCE      | £ | 3,000.00  | £ | 595.00   |
| 42 TRANSFER TO RECREATION RES  | £ | 10,000.00 | £ | -        |
|                                | £ | 20,530.00 | £ | 1,162.93 |

**RECREATION EQUIPMENT**

|                               |   |           |   |          |
|-------------------------------|---|-----------|---|----------|
| 46 EQUIPMENT & MAINTENANCE    | £ | 7,500.00  | £ | 6,028.33 |
| 47 MOBILE PHONES              | £ | 600.00    | £ | 128.38   |
| 48 VEHICLE TAX/INSURANCE      | £ | 1,500.00  | £ | 1,292.60 |
| 49 FUEL                       | £ | 2,000.00  | £ | 577.57   |
| 50 TRANSFER TO RECR EQUIP RES | £ | -         | £ | -        |
|                               | £ | 11,600.00 | £ | 8,026.88 |

**POLICY & RESOURCES COMM**



Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

**FINANCE**

|                                   |   |           |   |           |
|-----------------------------------|---|-----------|---|-----------|
| 60 AUDIT                          | £ | 1,100.00  | £ | 239.40    |
| 61 OFFICE EXPENSES                | £ | 7,500.00  | £ | 2,919.09  |
| 62 SUBSCRIPTIONS                  | £ | 1,900.00  | £ | 2,387.85  |
| 63 TRAVEL/MILEAGE STAFF           | £ | 300.00    | £ | 26.26     |
| 64 INSURANCE                      | £ | 3,500.00  | £ | 3,239.01  |
| 65 GRANT AID                      | £ | 5,000.00  | £ | 1,255.96  |
| 66 TRANS TO RISK MANAGEM RES      | £ | -         | £ | -         |
| 67 ELECTIONS                      | £ | -         | £ | -         |
| 68 INVESTMENT INCOME              | £ | -         | £ | -         |
| 69 TRAINING                       | £ | 4,000.00  | £ | -         |
| 70 MILEAGE/EXP COUNCILLORS        | £ | 100.00    | £ | 64.66     |
| 71 WEBSITE/IT                     | £ | 4,000.00  | £ | 2,112.71  |
| 72 RECRUITMENT                    | £ | 250.00    | £ | -         |
| 73 BANK FEES                      | £ | 250.00    | £ | 90.80     |
| 74 QUALITY COUNCIL                | £ | -         | £ | -         |
| 75 COUNCILLORS TRAINING           | £ | 1,500.00  | £ | 46.80     |
| 76 PWLB LOAN REPAYMENT            |   |           |   |           |
| 77 BINGHAM HELPING HANDS EXTERNAL | £ | -         | £ | 5,000.00  |
|                                   | £ | 29,400.00 | £ | 17,382.54 |

**SALARIES & ON COSTS**

|                    |   |            |   |           |
|--------------------|---|------------|---|-----------|
| 80 GROUNDSTAFF     | £ | 71,500.00  | £ | 37,492.70 |
| 81 OFFICE STAFF    | £ | 85,000.00  | £ | 44,798.78 |
| 82 CARETAKER       | £ | 7,500.00   | £ | 4,101.35  |
| 83 PENSION DEFICIT | £ | 5,870.00   | £ | 2,936.00  |
|                    | £ | 169,870.00 | £ | 89,328.83 |

**OLD COURT HOUSE**

|                          |   |           |   |           |
|--------------------------|---|-----------|---|-----------|
| 86 ALARM                 | £ | 250.00    | £ | 88.20     |
| 87 INSURANCE             | £ | 400.00    | £ | -         |
| 88 WATER RATES           | £ | 1,500.00  | £ | 401.23    |
| 89 NON DOMESTIC RATES    | £ | 8,000.00  | £ | 5,238.00  |
| 90 GAS/ELEC              | £ | 6,000.00  | £ | 2,047.97  |
| 91 REPAIRS/MAINTENANCE   | £ | 6,500.00  | £ | 6,681.46  |
| 92 TRANSFER TO OLD COURT | £ | 10,000.00 | £ | -         |
| 93 TENANTS RENT          | £ | -         | £ | -         |
| 94 ROOM HIRE             | £ | -         | £ | -         |
|                          | £ | 32,650.00 | £ | 14,456.86 |

**PROFESSIONAL FEES**

|                    |   |           |   |          |
|--------------------|---|-----------|---|----------|
| 98 HR              | £ | 1,500.00  | £ | 5,820.83 |
| 99 HEALTH & SAFETY | £ | 1,500.00  | £ | -        |
| 100 LEGAL FEES     | £ | 7,000.00  | £ | -        |
|                    | £ | 10,000.00 | £ | 5,820.83 |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

**MAYORS CHARITY**

104 MAYORS CHARITY

|   |   |   |   |
|---|---|---|---|
| £ | - | £ | - |
| £ | - | £ | - |

**PROPERTY DEVELOPMENT**

105 PROPERTY DEVELOPMENT

|   |           |   |        |
|---|-----------|---|--------|
| £ | 11,700.00 | £ | 795.00 |
| £ | 11,700.00 | £ | 795.00 |

**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  
119 HUMANITARIAN AID

|   |   |   |           |
|---|---|---|-----------|
| £ | - | £ | -         |
| £ | - | £ | -         |
| £ | - | £ | -         |
| £ | - | £ | 9,867.25  |
| £ | - | £ | -         |
| £ | - | £ | -         |
| £ | - | £ | -         |
| £ | - | £ | -         |
| £ | - | £ | -         |
| £ | - | £ | -         |
| £ | - | £ | 6,351.79  |
| £ | - | £ | 16,219.04 |

**BUDGET**

**ACTUAL**

|   |            |   |            |
|---|------------|---|------------|
| £ | 327,360.00 | £ | 161,422.27 |
|---|------------|---|------------|

Payments minus Recs

|   |            |
|---|------------|
| £ | 143,432.64 |
|---|------------|

Precept

|   |            |
|---|------------|
| £ | 300,265.00 |
|---|------------|

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

**BINGHAM TOWN COUNCIL BUDGET 2020/2021**

**INCOME**

| CC<br>ID | Cost Centre                      | 2020/2021 Budget | Receipts as at 31<br>October 2020 | Est Year End 31<br>March 2021 |
|----------|----------------------------------|------------------|-----------------------------------|-------------------------------|
|          | 1 SUMMER FAIR                    | £ 3,500.00       | £ 220.00                          | £ 220.00                      |
|          | 4 OTHER PROMOTIONS               | £ -              | £ 138.00                          | £ 138.00                      |
|          | 9 STALL HIRE                     | £ 2,100.00       | £ -                               | £ -                           |
|          | 11 CHRISTMAS FAIR                | £ -              | £ -                               | £ -                           |
|          | 20 ALLOTMENT RENT                | £ 1,000.00       | £ 52.78                           | £ 1,000.00                    |
|          | 31 CEMETERY MEMORIALS & FEES     | £ 10,000.00      | £ 5,467.40                        | £ 10,000.00                   |
|          | 37 PLAY AREA/OPEN SPACE MAINT    | £ -              | £ 113.40                          | £ 113.40                      |
|          | 38 RECREATION FACILITIES RENT    | £ 1,825.00       | £ 650.00                          | £ 1,825.00                    |
|          | 40 WAYLEAVES                     | £ 220.00         | £ 221.26                          | £ 221.26                      |
|          | 46 EQUIPMENT SERVICE/MAINTENANCE | £ -              | £ 175.00                          | £ 175.00                      |
|          | 61 OFFICE EXPENSES               | £ -              | £ 30.00                           | £ 30.00                       |
|          | 68 INVESTMENT INCOME             | £ 500.00         | £ 145.79                          | £ 165.00                      |
|          | 69 TRAINING                      | £ 1,000.00       | £ -                               | £ -                           |
|          | 93 OLD COURT HOUSE TENANTS       | £ 2,450.00       | £ 4,596.00                        | £ 5,321.00                    |
|          | 94 OLD COURT HOUSE ROOM HIRE     | £ 4,500.00       | £ 180.00                          | £ 200.00                      |
|          | 109 ENVIRONMENT CCTV RESERVE     | £ -              | £ 1,000.00                        | £ 1,000.00                    |
|          | 110 RECREATION RESERVE           | £ -              | £ -                               | £ 64,900.00                   |
|          | 77 BINGHAM HELPING HANDS GRANT   | £ -              | £ 5,000.00                        | £ 5,000.00                    |
|          |                                  | £ 27,095.00      | £ 17,989.63                       | £ 90,308.66                   |

**EXPENDITURE**

| CC<br>ID | Cost Centre                              | 2020/2021 Budget | Payments as at 31<br>October 2020 | Est Year End 31<br>March 2021 |
|----------|------------------------------------------|------------------|-----------------------------------|-------------------------------|
|          | <b><u>COMMUNITY &amp; ENVIR COMM</u></b> |                  |                                   |                               |
|          | <b>COMMUNITY &amp; EVENTS</b>            |                  |                                   |                               |
|          | 1 SUMMER FAIR                            | £ 9,000.00       | £ -                               | £ -                           |
|          | 2 CHRISTMAS LIGHTS                       | £ 8,000.00       | £ -                               | £ 10,000.00                   |
|          | 3 CHRISTMAS TREE                         | £ -              | £ -                               | £ -                           |
|          | 4 OTHER PROMOTIONS                       | £ 1,000.00       | £ 638.00                          | £ 638.00                      |
|          | 5 TOWN NEWS/LEAFLETS                     | £ 1,500.00       | £ -                               | £ 1,500.00                    |
|          | 6 TOWN GUIDE/PROMO                       | £ -              | £ -                               | £ -                           |
|          | 7 CIVIC EVENTS & EXPENSES                | £ 1,750.00       | £ -                               | £ 750.00                      |
|          | 8 TRANS TO COMM RESERVE                  | £ -              | £ -                               | £ -                           |
|          | 9 NEIGHBOURHOOD PLAN EXT GRANT           | £ -              | £ -                               | £ -                           |
|          | 10 STALL HIRE                            | £ 2,100.00       | £ -                               | £ -                           |
|          | 11 CHRISTMAS FAIR                        | £ -              | £ 1,196.00                        | £ 1,196.00                    |
|          |                                          | £ 23,350.00      | £ 1,834.00                        | £ 12,888.00                   |
|          | <b>ENVIRONMENT</b>                       |                  |                                   |                               |
|          | 12 CCTV MAINTENANCE                      | £ 500.00         | £ -                               | £ 432.16                      |
|          | 13 GENERAL MAINTENANCE                   | £ 300.00         | £ -                               | £ 300.00                      |
|          | 14 TOWN AND FLORAL DISPLAY               | £ 2,000.00       | £ 379.47                          | £ 880.00                      |
|          | 15 LITTER & DOG BINS                     | £ 1,200.00       | £ 496.48                          | £ 1,400.00                    |
|          | 16 TRANS TO ENV/CCTV RESERVE             | £ 3,000.00       | £ -                               | £ 3,000.00                    |
|          |                                          | £ 7,000.00       | £ 875.95                          | £ 6,012.16                    |

**RECREATION COMMITTEE**

|  |                   |          |          |          |
|--|-------------------|----------|----------|----------|
|  | <b>ALLOTMENTS</b> |          |          |          |
|  | 20 RENT           | £ 360.00 | £ 354.50 | £ 354.50 |
|  | 21 WATER CHARGES  | £ 500.00 | £ -      | £ 600.00 |
|  | 22 MAINTENANCE    | £ 750.00 | £ -      | £ 750.00 |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

|                                           |   |            |   |           |   |            |
|-------------------------------------------|---|------------|---|-----------|---|------------|
|                                           | £ | 1,610.00   | £ | 354.50    | £ | 1,704.50   |
| <b>CEMETERY</b>                           |   |            |   |           |   |            |
| 26 RATES                                  | £ | 900.00     | £ | 637.68    | £ | 910.00     |
| 27 WATER/DRAINAGE                         | £ | 350.00     | £ | 206.90    | £ | 500.00     |
| 28 GRAVE PREPARATION                      | £ | 3,300.00   | £ | 2,550.00  | £ | 3,925.00   |
| 29 ELECTRICITY                            | £ | 100.00     | £ | 46.99     | £ | 100.00     |
| 30 MAINTENANCE                            | £ | 4,000.00   | £ | 322.20    | £ | 4,000.00   |
| 31 MEMORIALS & FEES                       | £ | 1,000.00   | £ | 1,401.14  | £ | 2,250.00   |
|                                           | £ | 9,650.00   | £ | 5,164.91  | £ | 11,685.00  |
| <b>RECREATION</b>                         |   |            |   |           |   |            |
| 35 LINEAR PARK                            | £ | 1,000.00   | £ | -         | £ | 1,000.00   |
| 36 TRANSFER TO LINEAR PARK RES            | £ | -          | £ | -         | £ | -          |
| 37 PLAY AREA/OPEN SPACE MAINT             | £ | 6,000.00   | £ | 450.40    | £ | 3,500.00   |
| 38 RENT                                   | £ | 520.00     | £ | 110.00    | £ | 510.00     |
| 39 SPORTS PITCH MAINTENANCE               | £ | -          | £ | -         | £ | -          |
| 40 WAYLEAVES                              | £ | 10.00      | £ | 7.53      | £ | 7.53       |
| 41 TREE/SHRUB MAINTENANCE                 | £ | 3,000.00   | £ | 595.00    | £ | 3,000.00   |
| 42 TRANSFER TO RECREATION RES             | £ | 10,000.00  | £ | -         | £ | 10,000.00  |
|                                           | £ | 20,530.00  | £ | 1,162.93  | £ | 18,017.53  |
| <b>RECREATION EQUIPMENT</b>               |   |            |   |           |   |            |
| 46 EQUIPMENT & MAINTENANCE                | £ | 7,500.00   | £ | 6,028.33  | £ | 13,000.00  |
| 47 MOBILE PHONES                          | £ | 600.00     | £ | 128.38    | £ | 225.00     |
| 48 VEHICLE TAX/INSURANCE                  | £ | 1,500.00   | £ | 1,292.60  | £ | 1,292.60   |
| 49 FUEL                                   | £ | 2,000.00   | £ | 577.57    | £ | 1,500.00   |
| 50 TRANSFER TO RECR EQUIP RES             | £ | -          | £ | -         | £ | -          |
|                                           | £ | 11,600.00  | £ | 8,026.88  | £ | 16,017.60  |
| <b><u>POLICY &amp; RESOURCES COMM</u></b> |   |            |   |           |   |            |
| <b>FINANCE</b>                            |   |            |   |           |   |            |
| 60 AUDIT                                  | £ | 1,100.00   | £ | 239.40    | £ | 1,039.40   |
| 61 OFFICE EXPENSES                        | £ | 7,500.00   | £ | 2,919.09  | £ | 7,500.00   |
| 62 SUBSCRIPTIONS                          | £ | 1,900.00   | £ | 2,387.85  | £ | 2,387.85   |
| 63 TRAVEL/MILEAGE STAFF                   | £ | 300.00     | £ | 26.26     | £ | 100.00     |
| 64 INSURANCE                              | £ | 3,500.00   | £ | 3,239.01  | £ | 3,239.01   |
| 65 GRANT AID                              | £ | 5,000.00   | £ | 1,255.96  | £ | 5,000.00   |
| 66 TRANS TO RISK MANAGEM RES              | £ | -          | £ | -         | £ | -          |
| 67 ELECTIONS                              | £ | -          | £ | -         | £ | -          |
| 68 INVESTMENT INCOME                      | £ | -          | £ | -         | £ | -          |
| 69 TRAINING                               | £ | 4,000.00   | £ | -         | £ | 400.00     |
| 70 MILEAGE/EXP COUNCILLORS                | £ | 100.00     | £ | 64.66     | £ | 100.00     |
| 71 WEBSITE/IT                             | £ | 4,000.00   | £ | 2,112.71  | £ | 4,000.00   |
| 72 RECRUITMENT                            | £ | 250.00     | £ | -         | £ | -          |
| 73 BANK FEES                              | £ | 250.00     | £ | 90.80     | £ | 200.00     |
| 74 QUALITY COUNCIL                        | £ | -          | £ | -         | £ | 50.00      |
| 75 COUNCILLORS TRAINING                   | £ | 1,500.00   | £ | 46.80     | £ | 500.00     |
| 76 PWLB LOAN REPAYMENT                    | £ | -          | £ | -         | £ | -          |
| 77 BINGHAM HELPING HANDS EXTERNAL         | £ | -          | £ | 5,000.00  | £ | 5,000.00   |
|                                           | £ | 29,400.00  | £ | 17,382.54 | £ | 29,516.26  |
| <b>SALARIES &amp; ON COSTS</b>            |   |            |   |           |   |            |
| 80 GROUNDSTAFF                            | £ | 71,500.00  | £ | 37,492.70 | £ | 65,000.00  |
| 81 OFFICE STAFF                           | £ | 85,000.00  | £ | 44,798.78 | £ | 82,500.00  |
| 82 CARETAKER                              | £ | 7,500.00   | £ | 4,101.35  | £ | 7,200.00   |
| 83 PENSION DEFICIT                        | £ | 5,870.00   | £ | 2,936.00  | £ | 5,870.00   |
|                                           | £ | 169,870.00 | £ | 89,328.83 | £ | 160,570.00 |
| <b>OLD COURT HOUSE</b>                    |   |            |   |           |   |            |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

|                          |   |           |   |           |   |           |
|--------------------------|---|-----------|---|-----------|---|-----------|
| 86 ALARM                 | £ | 250.00    | £ | 88.20     | £ | 200.00    |
| 87 INSURANCE             | £ | 400.00    | £ | -         | £ | -         |
| 88 WATER RATES           | £ | 1,500.00  | £ | 401.23    | £ | 1,000.00  |
| 89 NON DOMESTIC RATES    | £ | 8,000.00  | £ | 5,238.00  | £ | 7,500.00  |
| 90 GAS/ELEC              | £ | 6,000.00  | £ | 2,047.97  | £ | 5,500.00  |
| 91 REPAIRS/MAINTENANCE   | £ | 6,500.00  | £ | 6,681.46  | £ | 10,000.00 |
| 92 TRANSFER TO OLD COURT | £ | 10,000.00 | £ | -         | £ | 10,000.00 |
| 93 TENANTS RENT          | £ | -         | £ | -         | £ | -         |
| 94 ROOM HIRE             | £ | -         | £ | -         | £ | -         |
|                          | £ | 32,650.00 | £ | 14,456.86 | £ | 34,200.00 |

**PROFESSIONAL FEES**

|                    |   |           |   |          |   |           |
|--------------------|---|-----------|---|----------|---|-----------|
| 98 HR              | £ | 1,500.00  | £ | 5,820.83 | £ | 8,000.00  |
| 99 HEALTH & SAFETY | £ | 1,500.00  | £ | -        | £ | 2,000.00  |
| 100 LEGAL FEES     | £ | 7,000.00  | £ | -        | £ | 2,000.00  |
|                    | £ | 10,000.00 | £ | 5,820.83 | £ | 12,000.00 |

**MAYORS CHARITY**

|                    |   |   |   |   |   |   |
|--------------------|---|---|---|---|---|---|
| 104 MAYORS CHARITY | £ | - | £ | - | £ | - |
|                    | £ | - | £ | - | £ | - |

**PROPERTY DEVELOPMENT**

|                          |   |           |   |        |   |           |
|--------------------------|---|-----------|---|--------|---|-----------|
| 105 PROPERTY DEVELOPMENT | £ | 11,700.00 | £ | 795.00 | £ | 12,495.00 |
|                          | £ | 11,700.00 | £ | 795.00 | £ | 12,495.00 |

**RESERVES**

|                              |   |   |   |           |   |            |
|------------------------------|---|---|---|-----------|---|------------|
| 107 COMMUNITY RESERVE        | £ | - | £ | -         | £ | -          |
| 108 PROMOTIONS RESERVE       | £ | - | £ | -         | £ | -          |
| 109 ENVIRONMENT/CCTV RESERVE | £ | - | £ | -         | £ | -          |
| 110 RECREATION               | £ | - | £ | 9,867.25  | £ | 96,321.44  |
| 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          | £ | - | £ | -         | £ | 3,000.00   |
| 119 HUMANITARIAN AID         | £ | - | £ | 6,351.79  | £ | 12,179.74  |
|                              | £ | - | £ | 16,219.04 | £ | 111,501.18 |

|                     | BUDGET       | ACTUAL       | ESTIMATED END<br>OF 2019/20 |
|---------------------|--------------|--------------|-----------------------------|
|                     | £ 327,360.00 | £ 161,422.27 | £ 426,607.23                |
| Payments minus Recs | £            | 143,432.64   | £ 336,298.57                |
| Precept             | £            | 300,265.00   |                             |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

NON-PRECEPT INCOME

|                               | 2019/2020 Budget   | 2020/2021 Budget   | 2021/2022 1st Draft | Change from 2020/2021 | Comments          |
|-------------------------------|--------------------|--------------------|---------------------|-----------------------|-------------------|
| 1 SUMMER FAIRS                | £ 6,000.00         | £ 3,500.00         | £ -                 | £ -                   | £ 3,500.00        |
| 10 STALL HIRE                 | £ -                | £ 2,100.00         | £ -                 | £ -                   | £ 2,100.00        |
| 11 CHRISTMAS FAIR             | £ -                | £ -                | £ -                 | £ -                   | £ -               |
| 20 ALLOTMENT RENT             | £ 1,000.00         | £ 1,000.00         | £ 1,000.00          | £ -                   | £ -               |
| 31 CEMETERY MEMORIALS & FEES  | £ 16,000.00        | £ 10,000.00        | £ 10,000.00         | £ -                   | £ -               |
| 38 RECREATION FACILITIES RENT | £ 1,100.00         | £ 1,825.00         | £ 1,825.00          | £ -                   | £ -               |
| 39 SPORTS PITCH MAINTENANCE   | £ -                | £ -                | £ -                 | £ -                   | £ -               |
| 40 WAYLEAVES                  | £ 200.00           | £ 220.00           | £ 220.00            | £ -                   | £ -               |
| 68 INVESTMENT INCOME          | £ -                | £ 500.00           | £ 50.00             | £ -                   | £ 450.00          |
| 69 TRAINING                   | £ -                | £ 1,000.00         | £ -                 | £ -                   | £ 1,000.00        |
| 93 OLD COURT HOUSE TENANTS    | £ 1,500.00         | £ 2,450.00         | £ 5,000.00          | £ -                   | £ 2,550.00        |
| 94 OLD COURT HOUSE ROOM HIRE  | £ 4,000.00         | £ 4,500.00         | £ -                 | £ -                   | £ 4,500.00        |
| <b>INCOME TOTALS</b>          | <b>£ 29,800.00</b> | <b>£ 27,095.00</b> | <b>£ 18,095.00</b>  | <b>£ -</b>            | <b>£ 9,000.00</b> |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

**EXPENDITURE**

| CC ID                             | Cost Centre               | 2019/2020 Budget | 2020/2021 Budget | 2021/2022 1st Draft | Change from 2019/2020 | Comments |
|-----------------------------------|---------------------------|------------------|------------------|---------------------|-----------------------|----------|
| <b>COMMUNITY &amp; ENVIR COMM</b> |                           |                  |                  |                     |                       |          |
| <b>COMMUNITY &amp; EVENTS</b>     |                           |                  |                  |                     |                       |          |
| 1                                 | SUMMER FAIRS              | £ 9,000.00       | £ 9,000.00       | £ 3,000.00          | £ 6,000.00            |          |
| 2                                 | CHRISTMAS LIGHTS          | £ 7,000.00       | £ 8,000.00       | £ 10,500.00         | £ 2,500.00            |          |
| 3                                 | CHRISTMAS TREE            | £ -              | £ -              | £ 500.00            | £ 500.00              |          |
| 4                                 | OTHER PROMOTIONS          | £ 2,000.00       | £ 1,000.00       | £ 3,000.00          | £ 2,000.00            |          |
| 5                                 | TOWN NEWS/LEAFLETS        | £ 2,000.00       | £ 1,500.00       | £ 1,500.00          | £ -                   |          |
| 6                                 | TOWN GUIDE/PROMO          | £ 3,250.00       | £ -              | £ 5,000.00          | £ 5,000.00            |          |
| 7                                 | CIVIC EVENTS & EXPENSES   | £ 1,500.00       | £ 1,750.00       | £ 1,750.00          | £ -                   |          |
| 8                                 | TRANSFER TO COMM RESERVE  | £ -              | £ -              | £ -                 | £ -                   |          |
| 9                                 | NEIGHBOURHOOD PLAN GRANT  | £ -              | £ -              | £ -                 | £ -                   |          |
| 10                                | STALL HIRE                | £ -              | £ 2,100.00       | £ -                 | £ 2,100.00            |          |
| 11                                | CHRISTMAS FAIR            | £ -              | £ -              | £ 4,000.00          | £ 4,000.00            |          |
|                                   | <b>NEW CODE</b>           | £ 24,750.00      | £ 23,350.00      | £ 29,250.00         | £ 5,900.00            |          |
| <b>ENVIRONMENT</b>                |                           |                  |                  |                     |                       |          |
| 12                                | CCTV MAINTENANCE          | £ 500.00         | £ 500.00         | £ 500.00            | £ -                   |          |
| 13                                | GENERAL MAINTENANCE       | £ 300.00         | £ 300.00         | £ 300.00            | £ -                   |          |
| 14                                | TOWN AND FLORAL DISPLAY   | £ 3,200.00       | £ 2,000.00       | £ 1,000.00          | £ 1,000.00            |          |
| 15                                | LITTER & DOG BINS         | £ 1,000.00       | £ 1,200.00       | £ 1,400.00          | £ 200.00              |          |
| 16                                | TRANS TO ENV/CCTV RESERVE | £ -              | £ 3,000.00       | £ -                 | £ 3,000.00            |          |
|                                   |                           | £ 5,000.00       | £ 7,000.00       | £ 3,200.00          | £ 3,800.00            |          |

**RECREATION COMMITTEE**

| ALLOTMENTS |               |   |        |   |        |   |       |
|------------|---------------|---|--------|---|--------|---|-------|
| 20         | RENT          | £ | 360.00 | £ | 360.00 | £ | -     |
| 21         | WATER CHARGES | £ | 500.00 | £ | 500.00 | £ | 50.00 |
| 22         | MAINTENANCE   | £ | 750.00 | £ | 750.00 | £ | -     |
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| CEMETERY |                   |   |          |   |          |   |           |   |        |
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| 26       | RATES             | £ | 700.00   | £ | 900.00   | £ | 1,000.00  | £ | 100.00 |
| 27       | WATER/DRAINAGE    | £ | 350.00   | £ | 350.00   | £ | 500.00    | £ | 150.00 |
| 28       | GRAVE PREPARATION | £ | 3,300.00 | £ | 3,300.00 | £ | 4,000.00  | £ | 700.00 |
| 29       | ELECTRICITY       | £ | 100.00   | £ | 100.00   | £ | 120.00    | £ | 20.00  |
| 30       | MAINTENANCE       | £ | 4,000.00 | £ | 4,000.00 | £ | 4,000.00  | £ | -      |
| 31       | MEMORIALS & FEES  | £ | 1,000.00 | £ | 1,000.00 | £ | 1,000.00  | £ | -      |
|          |                   | £ | 9,450.00 | £ | 9,650.00 | £ | 10,620.00 | £ | 970.00 |
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| RECREATION |                             |   |           |   |           |   |           |
|------------|-----------------------------|---|-----------|---|-----------|---|-----------|
| 35         | LINEAR PARK                 | £ | 1,000.00  | £ | 1,000.00  | £ | -         |
| 36         | TRANSFER TO LINEAR PARK RES | £ | 3,000.00  | £ | -         | £ | -         |
| 37         | PLAY AREA/OPEN SPACE MAINT  | £ | 8,000.00  | £ | 6,000.00  | £ | 5,000.00  |
| 38         | RENT                        | £ | 300.00    | £ | 520.00    | £ | 1,000.00  |
| 39         | SPORTS PITCH MAINTENANCE    | £ | -         | £ | 520.00    | £ | -         |
| 40         | WAY/LEAVES                  | £ | -         | £ | -         | £ | -         |
| 41         | TREE/SHRUB MAINTENANCE      | £ | 2,500.00  | £ | 10.00     | £ | 10.00     |
| 42         | TRANSFER TO RECREATION RES  | £ | 5,000.00  | £ | 3,000.00  | £ | -         |
|            |                             | £ | 19,800.00 | £ | 20,530.00 | £ | 19,530.00 |
|            |                             | £ |           | £ |           | £ | 1,000.00  |

| RECREATION EQUIPMENT |                             |             |             |             |            |
|----------------------|-----------------------------|-------------|-------------|-------------|------------|
| 46                   | EQUIPMENT & MAINTENANCE     | £ 7,500.00  | £ 7,500.00  | £ 10,000.00 | £ 2,500.00 |
| 47                   | MOBILE PHONES               | £ 600.00    | £ 600.00    | £ 600.00    | £ -        |
| 48                   | VEHICLE TAX/INSURANCE       | £ 1,500.00  | £ 1,500.00  | £ 1,500.00  | £ -        |
| 49                   | FUEL                        | £ 1,750.00  | £ 2,000.00  | £ 1,500.00  | £ 500.00   |
| 50                   | TRANSFER TO RECR EQUIP RES. | £ 5,000.00  | £ -         | £ 5,000.00  | £ 5,000.00 |
|                      |                             | £ 16,350.00 | £ 11,600.00 | £ 18,600.00 | £ 7,000.00 |
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Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

POLICY & RESOURCES COMM

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

| FINANCE                        |   |           |   |           |
|--------------------------------|---|-----------|---|-----------|
| 60 AUDIT                       | £ | 1,100.00  | £ | 1,100.00  |
| 61 OFFICE EXPENSES             | £ | 6,500.00  | £ | 7,500.00  |
| 62 SUBSCRIPTIONS               | £ | 800.00    | £ | 2,100.00  |
| 63 TRAVEL/MILEAGE STAFF        | £ | 300.00    | £ | 150.00    |
| 64 INSURANCE                   | £ | 3,500.00  | £ | 3,500.00  |
| 65 GRANT AID                   | £ | 5,000.00  | £ | 5,000.00  |
| 66 TRANS TO RISK MANAGEM RES   | £ | -         | £ | -         |
| 67 ELECTIONS                   | £ | -         | £ | -         |
| 68 INVESTMENT INCOME           | £ | -         | £ | -         |
| 69 TRAINING                    | £ | 3,000.00  | £ | 4,000.00  |
| 70 MILEAGE/EXP COUNCILLORS     | £ | 100.00    | £ | 100.00    |
| 71 WEBSITE/IT                  | £ | 3,000.00  | £ | 4,000.00  |
| 72 RECRUITMENT                 | £ | 250.00    | £ | 250.00    |
| 73 BANK FEES                   | £ | 250.00    | £ | 250.00    |
| 74 QUALITY COUNCIL             | £ | -         | £ | -         |
| 75 COUNCILLORS TRAINING        | £ | 1,500.00  | £ | 1,500.00  |
| 76 PWLB LOAN REPAYMENT         | £ | -         | £ | -         |
| 77 BINGHAM HELPING HANDS GRANT | £ | -         | £ | -         |
|                                | £ | 25,300.00 | £ | 29,400.00 |
|                                | £ |           | £ | 33,650.00 |
|                                | £ |           | £ | 4,250.00  |

| SALARIES & ON COSTS |   |            |   |            |
|---------------------|---|------------|---|------------|
| 80 GROUNDSTAFF      | £ | 89,000.00  | £ | 71,500.00  |
| 81 OFFICE STAFF     | £ | 82,500.00  | £ | 85,000.00  |
| 82 CARETAKER        | £ | 6,900.00   | £ | 7,500.00   |
| 83 PENSION DEFICIT  | £ | 5,704.00   | £ | 5,870.00   |
|                     | £ | 164,104.00 | £ | 169,870.00 |
|                     | £ |            | £ | 228,304.00 |
|                     | £ |            | £ | 59,434.00  |

| OLD COURT HOUSE          |   |           |   |           |
|--------------------------|---|-----------|---|-----------|
| 86 ALARM                 | £ | 250.00    | £ | 250.00    |
| 87 INSURANCE             | £ | 400.00    | £ | 400.00    |
| 88 WATER RATES           | £ | 1,200.00  | £ | 1,500.00  |
| 89 NON DOMESTIC RATES    | £ | 6,400.00  | £ | 8,000.00  |
| 90 GAS/ELEC              | £ | 4,500.00  | £ | 6,000.00  |
| 91 REPAIRS/MAINTENANCE   | £ | 5,000.00  | £ | 6,500.00  |
| 92 TRANSFER TO OLD COURT | £ | -         | £ | -         |
| 93 TENANTS RENT          | £ | -         | £ | -         |
| 94 ROOM HIRE             | £ | -         | £ | -         |
|                          | £ | 17,750.00 | £ | 32,650.00 |
|                          | £ |           | £ | 23,750.00 |
|                          | £ |           | £ | 8,900.00  |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

| PROFESSIONAL FEES           |   | INSURANCE |   |           |   |
|-----------------------------|---|-----------|---|-----------|---|
| 98 HR                       | £ | 1,500.00  | £ | 1,500.00  | £ |
| 99 HEALTH & SAFETY          | £ | 1,500.00  | £ | 1,500.00  | £ |
| 100 LEGAL FEES              | £ | 5,000.00  | £ | 7,000.00  | £ |
|                             | £ | 8,000.00  | £ | 10,000.00 | £ |
| MAYORS CHARITY              |   |           |   |           |   |
| 104 MAYORS CHARITY          | £ | -         | £ | -         | £ |
|                             | £ | -         | £ | -         | £ |
| PROPERTY DEVELOPMENT        |   |           |   |           |   |
| 105 PROPERTY DEVELOPMENT    | £ | -         | £ | 11,700.00 | £ |
|                             | £ | -         | £ | 11,700.00 | £ |
| RESERVES                    |   |           |   |           |   |
| 107 COMMUNITY RESERVE       | £ | -         | £ | -         |   |
| 108 PROMOTIONS RESERVE      | £ | -         | £ | -         |   |
| 108 ENVIRONMENT/CTV 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 | £ | -         |   |
|                             | £ | 21,100.00 | £ | -         |   |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

| CC ID                              | Cost Centre          | 2019/2020 Budget | 2020/2021 Budget | 2021/2022 Draft Budget | Change from 2019/2020 |
|------------------------------------|----------------------|------------------|------------------|------------------------|-----------------------|
| <b>BUDGET SUMMARY</b>              |                      |                  |                  |                        |                       |
| <b>COMMUNITY &amp; ENVIRONMENT</b> |                      |                  |                  |                        |                       |
|                                    | COMMUNITY & EVENTS   | £ 24,750.00      | £ 23,350.00      | £ 29,250.00            | £ 5,900.00            |
|                                    | ENVIRONMENT          | £ 5,000.00       | £ 7,000.00       | £ 3,200.00             | £ 3,800.00            |
|                                    |                      | £ 29,750.00      | £ 30,350.00      | £ 32,450.00            | £ 2,700.00            |
| <b>RECREATION COMMITTEE</b>        |                      |                  |                  |                        |                       |
|                                    | ALLOTMENTS           | £ 1,610.00       | £ 1,610.00       | £ 1,680.00             | £ 50.00               |
|                                    | CEMETERY             | £ 9,450.00       | £ 9,650.00       | £ 10,620.00            | £ 970.00              |
|                                    | RECREATION           | £ 19,800.00      | £ 20,530.00      | £ 19,530.00            | £ 1,000.00            |
|                                    | RECREATION EQUIPMENT | £ 16,350.00      | £ 11,600.00      | £ 18,600.00            | £ 7,000.00            |
|                                    |                      | £ 47,210.00      | £ 43,390.00      | £ 50,410.00            | £ 7,020.00            |
| <b>POLICY &amp; RESOURCES</b>      |                      |                  |                  |                        |                       |
|                                    | DEPOT                | £ -              | £ -              | £ -                    | £ -                   |
|                                    | FINANCE              | £ 25,300.00      | £ 29,400.00      | £ 33,650.00            | £ 4,250.00            |
|                                    | SALARIES & ON COSTS  | £ 164,104.00     | £ 169,879.00     | £ 229,304.00           | £ 59,434.00           |
|                                    | OLD COURT HOUSE      | £ 17,750.00      | £ 32,650.00      | £ 23,750.00            | £ 8,900.00            |
|                                    | PROFESSIONAL FEES    | £ 8,000.00       | £ 10,000.00      | £ 10,000.00            | £ -                   |
|                                    | MAYORS CHARITY       | £ -              | £ -              | £ -                    | £ -                   |
|                                    | PROPERTY DEVELOPMENT | £ 215,154.00     | £ 11,700.00      | £ 296,704.00           | £ 11,700.00           |
|                                    |                      | £ 21,100.00      | £ -              | £ -                    | £ 21,100.00           |
| <b>EXPENDITURE</b>                 |                      |                  |                  |                        |                       |
|                                    | 2019/2020 Budget     | £ 313,214.00     | £ 327,360.00     | £ 379,564.00           | £ 14,145.00           |
| <b>INCOME</b>                      |                      |                  |                  |                        |                       |
|                                    | 2019/2020 PRECEPT    | £ 29,800.00      | £ 27,095.00      | £ 18,095.00            | £ 2,705.00            |
| <b>RESERVES</b>                    |                      |                  |                  |                        |                       |
|                                    | 2019/2020 PRECEPT    | £ 283,414.00     | £ 300,265.00     | £ 361,469.00           | £ 16,851.00           |
| <b>Budget 2020/21</b>              |                      |                  |                  |                        |                       |
|                                    | Council Tax Base     | 300,265          | 361,469.00       |                        |                       |
|                                    | Band D Household     | 83.12            |                  |                        |                       |
| <b>Budget 2021/22</b>              |                      |                  |                  |                        |                       |
|                                    | Council Tax Base     | 361,469.00       | 3612.3           |                        |                       |
|                                    | Band D Household     | 100.07           |                  |                        |                       |
| <b>Band D Increase</b>             |                      |                  |                  |                        |                       |
|                                    | Percentage Increase  | 16.94            | 20%              |                        |                       |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

| Code | Suggested Reserve Headings (to be approved) | Reserves at 1 April 2020 | 2020/2021 Budgeted Reserve additions | Totals | Receipts as at 31 Oct 2020 | Payments as at 31 Oct 2020 | Totals as at 31 Oct 2020 Inc Budgeted additions |
|------|---------------------------------------------|--------------------------|--------------------------------------|--------|----------------------------|----------------------------|-------------------------------------------------|
|------|---------------------------------------------|--------------------------|--------------------------------------|--------|----------------------------|----------------------------|-------------------------------------------------|

|     |                             |                     |                    |                     |                   |                    |                     |
|-----|-----------------------------|---------------------|--------------------|---------------------|-------------------|--------------------|---------------------|
| 107 | Community                   | £ 2,820.00          | £ -                | £ 2,820.00          |                   |                    | £ 2,820.00          |
| 109 | Environment & CCTV          | £ 1,288.59          | £ 3,000.00         | £ 4,288.59          | £ 1,000.00        |                    | £ 5,288.59          |
| 110 | Recreation                  | £ 45,155.30         | £ 10,000.00        | £ 55,155.30         |                   | £ 9,867.25         | £ 45,288.05         |
| 111 | Recreation Equipment        | £ 35,246.00         | £ -                | £ 35,246.00         |                   |                    | £ 35,246.00         |
| 112 | Linear Park                 | £ 5,452.00          | £ -                | £ 5,452.00          |                   |                    | £ 5,452.00          |
| 114 | Old Court House             | £ 6,265.00          | £ 10,000.00        | £ 16,265.00         |                   |                    | £ 16,265.00         |
| 115 | Risk Management             | £ 17,915.00         | £ -                | £ 17,915.00         |                   |                    | £ 17,915.00         |
| 116 | Land & Property Development | £ 143,519.00        | £ 11,700.00        | £ 155,219.00        |                   |                    | £ 155,219.00        |
| 117 | General Reserve             | £ 76,303.49         | £ -                | £ 76,303.49         |                   |                    | £ 76,303.49         |
| 119 | Humanitarian Aid            | £ 25,000.00         | £ -                | £ 25,000.00         |                   | £ 6,351.79         | £ 18,648.21         |
|     | <b>Reserve Totals</b>       | <b>£ 358,954.38</b> | <b>£ 34,700.00</b> | <b>£ 393,654.38</b> | <b>£ 1,000.00</b> | <b>£ 16,219.04</b> | <b>£ 378,445.34</b> |

| Reserves 2020/2021                           | Reserves 2021/2022 | Reserves 2022/2023 | Reserves 2023/2024 |
|----------------------------------------------|--------------------|--------------------|--------------------|
| Starting Reserves Inc 2020/21 Budget amounts | £ 358,954.38       | £ 219,253.13       | £ 205,053.13       |
| Reserve additions 2020/2021                  | £ 34,700.00        | £ 30,000.00        | £ 30,000.00        |
| Total Starting Reserves                      | £ 393,654.38       | £ 249,253.13       | £ 235,053.13       |
| Reserves as at 30 October 2020               | £ 378,445.34       |                    | £ 207,353.13       |

| Code | Community & Environment | Comments                                                                  |
|------|-------------------------|---------------------------------------------------------------------------|
| 109  | CCTV upgrade            | New HD cameras & additional camera, grant of £1000 given to support this. |

|     |                                           |                                                                                     |
|-----|-------------------------------------------|-------------------------------------------------------------------------------------|
| 110 | Recreation & Amenities                    |                                                                                     |
| 110 | Almonds South Side Fencing                | Fencing of the south side of the Almonds                                            |
| 110 | Burfield Pitch Improvement Grant          | Left over from a SWK commitment to equipment improvement grant                      |
| 110 | Burfield Lease Revisions                  | Quote received                                                                      |
| 110 | Cogley Lane Refurbishment                 | Match funding for refurbishment costs                                               |
| 110 | Cogley Lane Refurbishment Fees            | Consultant 1347, Archaeological Watching Brief, Historic England Application        |
| 110 | Wychwood Road Refurbishment               | 20K Refurbishment fees and 5.4K aid party contribution                              |
| 116 | PWLB - Community Facilities Commitment    | £50K set aside for repayment of PWLB loan payments, £11,600 left for part of year 3 |
| 110 | Wynhill Lease                             | Lease revisions and renewal                                                         |
| 112 | Linear Park Bridges                       | Inspection costs and remedial works                                                 |
| 111 | Grounds Maintenance Equipment Review      | Large equipment review, inc gator, tractor and mower                                |
| 110 | Open Space Security Improvements          | To prevent unauthorised access to open spaces and childrens safety                  |
| 116 | Land Acquisition for pitches YEAR 1       | Investigate providing additional pitches at Bull Field                              |
| 116 | Land Acquisition south east of Jebbs Lane | Securing the future of land identified in the Community Led Plan                    |

|     |                                          |                                                                                                       |
|-----|------------------------------------------|-------------------------------------------------------------------------------------------------------|
| 117 | Policy & Resources                       |                                                                                                       |
| 117 | Office Accounts Package                  | New Office Accounts package                                                                           |
| 114 | Replace Old Court House Alarm            | Alarm system replacement                                                                              |
| 114 | Old Court House Building Survey          | Building Survey of the Old Court House                                                                |
| 114 | Old Court House Furniture Replacement    | Replacement of council chamber chairs/tables                                                          |
| 114 | Recording/Audio Equipment/Induction Loop | Council decision to audio record meetings & provide induction loop system                             |
| 117 | Car park preparatory Works               | Construction costs to be modelled as project progresses in 2020/21 25K less costs incurred in 2019/20 |
| 117 | Humanitarian Aid                         | Humanitarian Aid for Covid 19                                                                         |

|                                |              |              |              |     |
|--------------------------------|--------------|--------------|--------------|-----|
| Totals                         | £ 169,192.21 | £ 44,200.00  | £ 27,700.00  | £ - |
| Estimated Reserves at Year End | £ 219,253.13 | £ 205,053.13 | £ 177,353.13 | £ - |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

**BINGHAM TOWN COUNCIL**

**SCHEDULED MEETINGS TO MAY 2021**

|      |            |    |          |                       |
|------|------------|----|----------|-----------------------|
| Tues | <b>NOV</b> | 3  |          |                       |
| Tues |            | 10 | Planning | Community & Environme |
| Tues |            | 17 |          |                       |
| Tues |            | 24 |          |                       |

|            |            |           |                      |              |
|------------|------------|-----------|----------------------|--------------|
| Tues       | <b>DEC</b> | 1         | Policy & Resources   |              |
| Tues       |            | 8         |                      |              |
| Tues       |            | 15        | Planning             | Full Council |
| Tues       |            | 22        |                      |              |
| <b>Fri</b> |            | <b>25</b> | <b>Christmas Day</b> |              |
| <b>Mon</b> |            | <b>28</b> | <b>Bank Holiday</b>  |              |
| Tues       |            | 29        |                      |              |

**2021**

|            |            |          |                         |                        |
|------------|------------|----------|-------------------------|------------------------|
| <b>Fri</b> | <b>JAN</b> | <b>1</b> | <b>New Year's Day</b>   |                        |
| Tues       |            | 5        |                         |                        |
| Tues       |            | 12       | Planning                | Recreation & Amenities |
| Tues       |            | 19       |                         |                        |
| Tues       |            | 26       | Community & Environment |                        |

|      |            |    |                     |                    |
|------|------------|----|---------------------|--------------------|
| Tues | <b>FEB</b> | 2  |                     |                    |
| Tues |            | 9  | Planning            | Policy & Resources |
| Tues |            | 16 |                     |                    |
| Tues |            | 23 | Budget Full Council |                    |

|      |            |    |                         |                        |
|------|------------|----|-------------------------|------------------------|
| Tues | <b>MAR</b> | 2  |                         |                        |
| Tues |            | 9  | Planning                | Recreation & Environme |
| Tues |            | 16 |                         |                        |
| Tues |            | 23 | Community & Environment |                        |
| Tues |            | 30 |                         |                        |

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council  
on Tuesday 01 December 2020 at 7.00pm

2021

|      |              |    |             |                    |
|------|--------------|----|-------------|--------------------|
| Fri  | <b>April</b> | 2  | Good Friday |                    |
| Mon  |              | 5  | Easter BH   |                    |
| Tues |              | 6  |             |                    |
| Tues |              | 13 | Planning    | Policy & Resources |
| Tues |              | 20 |             |                    |
| Tues |              | 27 |             |                    |

|      |            |    |                     |  |
|------|------------|----|---------------------|--|
| Mon  | <b>May</b> | 3  | May Day BH          |  |
| Tues |            | 4  |                     |  |
| Tues |            | 11 | ANNUAL FULL COUNCIL |  |
| Tues |            | 18 |                     |  |
| Tues |            | 25 |                     |  |
| Mon  |            | 31 | Spring BH           |  |

The above calendar of meetings is only a guide and may be subject to change during the period of the Coronavirus Act 2020 regulations.  
Meetings usually commence from 7.00pm.