

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. **1ST 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**

RECOMMEND: 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 3RD YEAR OF THEIR COMMUNITY GOVERNANCE DEGREE**

RECOMMEND: not to support the Clerk's 3rd 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 3rd year of her Community Governance Degree
- The updated Calendar of meetings was accepted to May 2021.

DRAFT

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

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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

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334 30/10/2020	Depot Alarm bill	Utility Warehouse	20.64
			59,799.48

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on Tuesday 01 December 2020 at 7.00pm

1 October 2020 (2020-2021)

Bingham Town Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2020		
	Cash in Hand 01/04/2020		352,413.99
	ADD Receipts 01/04/2020 - 30/09/2020		318,565.38
			670,979.37
	SUBTRACT Payments 01/04/2020 - 30/09/2020		130,587.04
A	Cash in Hand 30/09/2020 (per Cash Book)		540,392.33
	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	
			540,392.33
	Less unrepresented payments		0.00
			540,392.33
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		540,392.33
	A = B Checks out OK		

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

Transactions for Cash

Voucher	Date	Chq/Rec No.	Description	Total	Balance	Cashed date
			STARTING BALANCE		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	
42,326	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	-15.26	124.63	
			CLOSING BALANCE		124.63	

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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
	CLOSING BALANCE				40,205.60Cr
30/09/2020	UTILITY WAREHOUSE 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
	CLOSING BALANCE				500,062.10Cr
30/09/2020	BING TOWN COUNCIL 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 TRANS TO CURRENT	EBP	20,000.00		369,926.02Cr
	OPENING BALANCE				389,926.02Cr
Totals			40,000.00	150,136.08	

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: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/10/2020		
	Cash in Hand 01/04/2020		352,413.99
	ADD Receipts 01/04/2020 - 31/10/2020		326,174.71
			678,588.70
	SUBTRACT Payments 01/04/2020 - 31/10/2020		168,367.03
A	Cash in Hand 31/10/2020 (per Cash Book)		510,221.67
	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	
			510,221.67
	Less unrepresented payments		0.00
			510,221.67
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		510,221.67
	A = B Checks out OK		

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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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	
35,949	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	
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
	CLOSING BALANCE				30,086.28Cr
30/10/2020	UTILITY WAREHOUSE 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
	CLOSING BALANCE				480,066.16Cr
30/10/2020	30OCT GRS 21499039	INT		4.06	480,066.16Cr
21/10/2020	BING TOWN COUNCIL TRANS TO CURRENT	EBP	20,000.00		480,062.10Cr
	OPENING BALANCE				500,062.10Cr
Totals			20,000.00	4.06	

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 ID	Cost Centre	2020/2021 Budget		Receipts as at 31 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
		£	27,095.00	£	17,989.63

EXPENDITURE

CC ID	Cost Centre	2020/2021 Budget		Payments as at 31 October 2020	
	<u>COMMUNITY & ENVIR COMM</u>				
	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
		£	23,350.00	£	1,834.00

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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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	£	-	£	9,867.25
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	£	-	£	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 ID	Cost Centre	2020/2021 Budget		Receipts as at 31 October 2020		Est Year End 31 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 ID	Cost Centre	2020/2021 Budget		Payments as at 31 October 2020		Est Year End 31 March 2021	
	<u>COMMUNITY & ENVIR COMM</u>						
	COMMUNITY & EVENTS						
	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
	ENVIRONMENT						
	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
	<u>RECREATION COMMITTEE</u>						
	ALLOTMENTS						
	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
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	£	1,610.00	£	354.50	£	1,704.50
CEMETERY						
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
RECREATION						
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
RECREATION EQUIPMENT						
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
<u>POLICY & RESOURCES COMM</u>						
FINANCE						
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
SALARIES & ON COSTS						
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
OLD COURT HOUSE						

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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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 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
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NON-RECEIPT 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					
		NEW CODE			
	£ -	£ 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	
INCOME TOTALS	£ 29,800.00	£ 27,095.00	£ 18,095.00	£ 9,000.00	

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EXPENDITURE

CC ID	Cost Centre	2019/2020 Budget	2020/2021 Budget	2021/2022 1st Draft	Change from 2019/2020	Comments
COMMUNITY & ENVIR COMM						
COMMUNITY & EVENTS						
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	
	NEW CODE	£ 24,750.00	£ 23,350.00	£ 29,250.00	£ 5,900.00	
ENVIRONMENT						
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	£	360.00	£	-
21 WATER CHARGES	£	500.00	£	500.00	£	550.00	£	50.00
22 MAINTENANCE	£	750.00	£	750.00	£	750.00	£	-
	£	1,610.00	£	1,610.00	£	1,660.00	£	50.00
CEMETERY								
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
RECREATION								
35 LINEAR PARK	£	1,000.00	£	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	£	1,000.00
38 RENT	£	300.00	£	520.00	£	520.00	£	-
39 SPORTS PITCH MAINTENANCE	£	-	£	-	£	-	£	-
40 WAYLEAVES	£	-	£	10.00	£	10.00	£	-
41 TREE/SHRUB MAINTENANCE	£	2,500.00	£	3,000.00	£	3,000.00	£	-
42 TRANSFER TO RECREATION RES	£	5,000.00	£	10,000.00	£	10,000.00	£	-
	£	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

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	1,300.00	200.00	
61	OFFICE EXPENSES	6,500.00	7,500.00	7,500.00		
62	SUBSCRIPTIONS	800.00	1,900.00	2,100.00	200.00	
63	TRAVEL/MILEAGE STAFF	300.00	300.00	150.00	150.00	
64	INSURANCE	3,500.00	3,500.00	3,500.00		
65	GRANT AID	5,000.00	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	6,500.00	2,500.00	
70	MILEAGE/EXP COUNCILLORS	100.00	100.00	100.00		
71	WEBSITE/IT	3,000.00	4,000.00	5,000.00	1,000.00	
72	RECRUITMENT	250.00	250.00	250.00		
73	BANK FEES	250.00	250.00	250.00		
74	QUALITY COUNCIL	-	-	500.00	500.00	
75	COUNCILLORS TRAINING	1,500.00	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	69,000.00	71,500.00	84,000.00	12,500.00	
81	OFFICE STAFF	82,500.00	85,000.00	129,000.00	44,000.00	
82	CARETAKER	6,900.00	7,500.00	9,500.00	2,000.00	
83	PENSION DEFICIT	5,704.00	5,870.00	6,804.00	934.00	
		£ 164,104.00	£ 169,870.00	£ 229,304.00	£ 59,434.00	

OLD COURT HOUSE		£	£	£	£	£
86	ALARM	250.00	250.00	250.00		
87	INSURANCE	400.00	400.00	-	400.00	
88	WATER RATES	1,200.00	1,500.00	1,500.00		
89	NON DOMESTIC RATES	6,400.00	6,000.00	8,000.00		
90	GAS/ELEC	4,500.00	6,000.00	6,000.00		
91	REPAIRS/MAINTENANCE	5,000.00	6,500.00	8,000.00	1,500.00	
92	TRANSFER TO OLD COURT	-	10,000.00	-	10,000.00	
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	£	-	£	-		
109	ENVIRONMENT/CCTV RESERVE	£	-	£	-		
110	RECREATION	£	-	£	-		
111	RECREATION EQUIPMENT	£	-	£	-		
112	LINEAR PARK RESERVE	£	-	£	-		
113	DEPOT RESERVE	£	-	£	-		
114	OLD COURT HOUSE RESERVE	£	-	£	-		
115	RISK MANAGEMENT RESERVE	£	-	£	-		
116	LAND & PROP DEVELOP RES	£	-	£	-		
117	GENERAL RESERVE	£	21,100.00	£	-		
		£	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
BUDGET SUMMARY					
COMMUNITY & ENVIRONMENT					
	COMMUNITY & EVENTS ENVIRONMENT	£ 24,750.00	£ 23,350.00	£ 29,250.00	£ 5,900.00
		£ 5,000.00	£ 7,000.00	£ 3,200.00	£ 3,800.00
		£ 29,750.00	£ 30,350.00	£ 32,450.00	£ 2,700.00
RECREATION COMMITTEE					
	ALLOTMENTS	£ 1,610.00	£ 1,610.00	£ 1,660.00	£ 50.00
	CEMETERY	£ 9,450.00	£ 9,650.00	£ 10,620.00	£ 970.00
	RECREATION	£ 19,800.00	£ 20,530.00	£ 19,590.00	£ 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
POLICY & RESOURCES					
	DEPOT	£ -	£ -	£ -	£ -
	FINANCE	£ 25,300.00	£ 29,400.00	£ 33,650.00	£ 4,250.00
	SALARIES & ON COSTS	£ 164,104.00	£ 169,870.00	£ 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	£ -	£ 11,700.00	£ -	£ 11,700.00
		£ 215,154.00	£ 253,620.00	£ 296,704.00	£ 43,084.00
	RESERVES	£ 21,100.00	£ -	£ -	£ 21,100.00
EXPENDITURE					
	2019/2020 Budget	£ 313,214.00	£ 327,360.00	£ 379,564.00	£ 14,146.00
	INCOME	£ 29,800.00	£ 27,095.00	£ 18,096.00	£ 2,705.00
2019/20 PRECEPT					
	2020/21 PRECEPT	£ 300,265.00	£ 361,469.00	£ 367,469.00	£ 16,851.00
	Budget 2020/21 Council Tax Base Band D Household	300,265	361,469.00		
		3612.3	83.12		
	Budget 2021/22 Council Tax Base Band D Household	£ 361,469.00	£ 3612.3		
		100.07			
	Band D Increase Percentage Increase	£ 16.94	20%		

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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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	£ 1,298.59	£ 3,000.00	£ 4,298.59	£ 1,000.00	£ -	£ 5,298.59
110	Recreation	£ 45,155.30	£ 10,000.00	£ 55,155.30	£ -	£ 9,867.25	£ 45,298.05
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	£ 143,919.00	£ 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
	Reserve Totals	£ 358,954.38	£ 14,700.00	£ 393,654.38	£ 1,000.00	£ 16,219.04	£ 378,445.34

Reserves 2020/2021	Reserves 2021/2022	Reserves 2022/2023	Reserves 2023/2024
£ 358,954.38	£ 219,253.13	£ 205,053.13	£ 177,363.13
£ 34,700.00	£ 30,000.00	£ 30,000.00	£ 30,000.00
£ 393,654.38	£ 249,253.13	£ 235,053.13	£ 207,363.13
£ 378,445.34			

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

Code	Recreation & Amenities	Comments
110	Almonds South Side Fencing	Fencing of the south side of the Almonds
110	Buttfield Pitch Improvement Grant	Left over from a 50K commitment to equipment improvement grant
110	Buttfield Lease Revisions	Quote received
110	Cogley Lane Reburishment	Match funding for reburishment costs
110	Cogley Lane Reburishment Fees	Consultant 1347, Archaeological Watching Brief, Historic England Application
110	Wychwood Road Reburishment	20K Reburishment fees and 5.4K 3rd party contribution
116	PMLB - Community Facilities Commitment	£50K set aside for repayment of PMLB 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, the 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 Butt Field
116	Land Acquisition south east of Jebbs Lane	Securing the future of land identified in the Community Led Plan

Code	Policy & Resources	Comments
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/stools
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	£ 177,363.13	£ -

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	NOV	3		
Tues		10	Planning	Community & Environme
Tues		17		
Tues		24		

Tues	DEC	1	Policy & Resources	
Tues		8		
Tues		15	Planning	Full Council
Tues		22		
Fri		25	Christmas Day	
Mon		28	Bank Holiday	
Tues		29		

2021

Fri	JAN	1	New Year's Day	
Tues		5		
Tues		12	Planning	Recreation & Amenities
Tues		19		
Tues		26	Community & Environment	

Tues	FEB	2		
Tues		9	Planning	Policy & Resources
Tues		16		
Tues		23	Budget Full Council	

Tues	MAR	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
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2021

Fri	April	2	Good Friday	
Mon		5	Easter BH	
Tues		6		
Tues		13	Planning	Policy & Resources
Tues		20		
Tues		27		

Mon	May	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.