

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: 11 including Councillors W Stapleton, and J Lewis

1. APOLOGIES FOR ABSENCE

All Councillors were present.

2. DECLARATIONS OF INTEREST

Councillor A Shelton declared an interest, as a member of the Bingham Bowling Club and he was noted as the Council's representative on the Friends of Bingham Linear Park Group. Councillors F Purdue-Horan, M Stockwood and J Stockwood, all declared a non-pecuniary interests as associate members of the Bingham Bowling Club.

3. MINUTES

The minutes of 07 July 2020, Folio 9571-9582 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 noted that lost income grants had been discussed with the Clerk and short-term loans were available if required, but the budgets showed that the Council would not be requiring any loans. The Good work plan letters had been signed by the Mayor and quotes from the Friends of Bingham Linear Park had been sent to the Borough Council for work that would assist in biodiversity net gain. The old allotment site requires the clearing of the scrub for topographical surveys to take place. There was no updates on work for the planning of Cogley Lane play area, which was going to require considerable grants to proceed and the draft grant awards policy was still outstanding.

5. ACCOUNTS PAID REPORT TO 31 AUGUST 2020 (FOLIOS 9615 TO 9617)

A comment in relation to high HR expenditure was noted and the need for a policy in relation to Councillors expenses would need to be created.

RECOMMEND: approval of the accounts paid report of £69,677.37

6. BANK RECONCILIATIONS (FOLIOS 9618 TO 9626)

The Reconciliation Reports to 30 June 2020, 31 July 2020 and 31 August 2020 were presented and it was agreed to

RECOMMEND: approval of the Reconciliation Reports.

7. BUDGET TO ACTUAL TO 31 AUGUST 2020 (FOLIO 9627 TO 9629)

The budgets to actuals report was noted by the committee.

8. CHRISTMAS LIGHTING QUOTATIONS

Standing orders were suspended to allow a representative of Bingham Community Events to speak on their involvement with the Christmas Lighting. The quotations were considered and it was agreed to:

RECOMMEND: Quote 2 from Gala Lights be accepted on a 3-year contract deal for £8320 per year.

9. UPDATE AND FURTHER ACTIONS FOR GRASS CUTTING EQUIPMENT

An update was noted that three demonstrations had taken place and quotes were currently being created, alongside valuations for the ground's equipment that were no longer required. The temporary hire mower had been with the Council for 4 weeks and an extension to this was required to give the Council time to consider long term hire and purchase options.

RECOMMEND: that the mower hire be extended by a further 4 weeks at £250 per week.

10. HUMANITARIAN AID AND COMMUNITY GRANT APPLICATIONS

The humanitarian aid budget was reviewed and the committee agreed that with Covid cases rising and winter ahead, humanitarian aid provision may still be required. 50% of the contributions requested was considered by the committee and it was agreed to:

RECOMMEND: £3930.50 be awarded to Bingham Bowls Club, £500 to the Rosie May Foundation and £500 (without setting a precedent) to the British Red Cross from the Humanitarian Aid Budget. £1250 was awarded to Bingham Bullettes Junior Netball Club from the Community Grant Budget.

11. GRANT APPLICATION

RECOMMEND: that a grant of £540 be awarded to The Community Heartbeat Trust Charity to cover the cost of the next 4 years annual maintenance support contract.

12. NATIONAL SALARY PAY AWARD

The national salary pay award was noted by the Committee.

13. RESERVES REPORT TO 31 AUGUST 2020 AND THREE-YEAR SPENDING PLAN (FOLIO 9631)

The reserves report was noted by the committee and that a three-year spending plan allowed for Council to plan forward for projects. There were challenges noted with the reserves and grant

applications would be required for many of the projects. The Mayor and Chair of the committee agreed to approach some organisations offering help with Grant applications. It was agreed that initial investigations be made into the services, whilst being cautious. The grant funding bulletin received from NALC would be sent out to Councillors for review.

14. RECOMMENDATION FROM THE RESILIENCE COMMITTEE

The Committee were updated on a resident who had been the victim of flooding and had returned home with no facilities to sit. Bingham Helping Hands had alerted the resilience committee to the residents needs and had located a suitable chair. The resilience committee were in full support of the emergency assistance for the resident.

RECOMMEND: that the purchase of a Chair at a cost of £499 from the Humanitarian Grant Aid budget be approved.

15. PAYMENT OVER £2000 TO ELLIS WHITTAM LIMITED

Standing orders were suspended to allow a member of the public to raise a query in relation to the amount of the invoice, period of time covered and if further invoices were expected.

RECOMMEND: approval of payment for the invoice £5343.00 from Ellis Whittam Ltd

16. MONITORING OFFICERS LETTER

- a) Agree actions to take the Council forward
- b) Consider an independent Governance Review

Actions to take the Council forward were considered and although a governance review could be considered at a later date the Local Councils Awards scheme was discussed.

Councillor J Stockwood proposed and Councillor A Shelton seconded to register scheme and it was agreed to:

RECOMMEND: that the Town Council register with the Local Council's Awards Scheme and begin work to meet the criteria.

Councillor T Wallace proposed and Councillor R Bird seconded that the Council proceed with the four recommendations contained within the monitoring officer's letter. This motion was defeated.

17. 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"

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
on Tuesday 15 September 2020 at 7.15pm

The following matters were discussed:

- Confidential Notes from 07 July 2020
AGREED that the notes be approved.
- Land Valuations
- Staffing Matters:
RECOMMEND: not to proceed with the redundancy and recruitment process of the Council decision on 18th August 2020.

Meeting Closed at: 8.43pm

.....CHAIRMAN

Date:

RECOMMENDATIONS:

- Approval of the accounts paid report of £69,677.37
- Approval of the Reconciliation Reports to 30 June, 31 July and 31 August 2020
- Acceptance of Quote 2 for the Christmas Lights from Gala Lights at a cost of £8320.00 per year for a three-year contract.
- Mower hire be extended for a further four weeks at a cost of £250 per week.
- £3930.50 be awarded to Bingham Bowls Club from the Humanitarian Aid Budget
- £500 be awarded to the Rosie May Foundation from the Humanitarian Aid Budget
- £500 be awarded to the British Red Cross from the Humanitarian Aid Budget
- £1250 be awarded to Bingham Bullettes Junior Netball Club from the Community Grant Aid Scheme.
- £540 be awarded to The Community Heartbeat Trust Charity to cover the cost of the next 4 years annual maintenance contract.
- Purchase of a chair at a cost of £499 from the Humanitarian Grant Aid Fund to assist a resident who had been the victim of flooding.
- Approval of the invoice for £5343.00 from Ellis Whittam Ltd

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Accounts Paid Report to 31 August 2020

72	01/06/2020	Trade Waste collection	Enva	220.80
73	08/06/2020	Non domestic rates	Rushcliffe Borough Coun	749.00
74	15/06/2020	Bank charges	Natwest	12.00
75	15/06/2020	Non domestic rates	Rushcliffe Borough Coun	91.00
76	24/06/2020	Photocopying charges	Automated Systems Gro	38.60
77	24/06/2020	Cloud Backup	Arcsus	212.59
78	24/06/2020	Cemetery Skip Soil Remov	Bakers Waste	192.00
79	24/06/2020	Window cleaning	DHazzle	25.00
80	24/06/2020	Keyholding	Foremost Security	42.00
81	24/06/2020	Keyholding	Foremost Security	42.00
82	24/06/2020	Equipment	Handicentre (Bingham) L	35.45
83	24/06/2020	PAYE M2	HMRC	1,075.99
84	24/06/2020	Strimmer line	J R Mowers	116.01
85	24/06/2020	Video editing	Hrunk	10.00
86	24/06/2020	New mower	Platts Harris Ltd	420.00
87	24/06/2020	Travel expenses	Sharon Pyke	13.76
88	24/06/2020	Drill	Screwfix	79.99
89	24/06/2020	Generator	Screwfix	199.99
90	24/06/2020	Chainsaw trousers	Screwfix	59.99
91	24/06/2020	Trimmer line	Screwfix	9.98
92	24/06/2020	Superann M2	NCC Pension Fund	448.96
93	24/06/2020	Mower repair mileage cos	A Buckingham	20.00
94	24/06/2020	Grave digging fees	A Buckingham	275.00
95	24/06/2020	Wayleave	Trent Valley Internal Dra	7.53
96	24/06/2020	Stationery	Viking Direct	101.89
97	24/06/2020	OCH Water bill	Water Plus	243.86
98	24/06/2020	Linear Park Insurance	Friends of Bingham Line	80.96
99	24/06/2020	Uniform	Alexandra	17.33
100	24/06/2020	WAGES m3	WAGES m3	4,430.27
101	24/06/2020	WAGES m3	WAGES m3	4,228.84
102	24/06/2020	WAGES m3	WAGES m3	459.95
103	24/06/2020	Superann M2	NCC Pension Fund	1,354.85
104	24/06/2020	Superann M2	NCC Pension Fund	125.09
105	24/06/2020	Superann M2	NCC Pension Fund	489.00
106	24/06/2020	PAYE M2	HMRC	952.06
107	30/06/2020	Trade Waste collection	Enva	178.32
108	30/06/2020	Gas/elec bill	Utility Warehouse	38.36
109	30/06/2020	Mobile	Utility Warehouse	11.00
110	30/06/2020	Mobile	Utility Warehouse	22.00
111	30/06/2020	Cem Elec bill	Utility Warehouse	1.73
112	30/06/2020	Depot Alarm bill	Utility Warehouse	17.64
113	30/06/2020	Phone/broadband bill	Utility Warehouse	100.71
114	24/06/2020	Cleaning materials	Viking Direct	92.20
115	11/06/2020	Fuel	Petty Cash	19.30
116	25/06/2020	Cleaning materials	Petty Cash	12.05
117	25/06/2020	Cleaning materials	Petty Cash	3.00
118	23/06/2020	Fuel	Petty Cash	19.00
119	29/06/2020	Milk	Petty Cash	1.50
120	07/07/2020	Non domestic rates	Rushcliffe Borough Coun	749.00
121	08/07/2020	Photocopier Lease rental	PeAC UK LTD	386.18
122	14/07/2020	Non domestic rates	Rushcliffe Borough Coun	91.00
123	16/07/2020	IT support	Arcsus	212.76
124	16/07/2020	Internal Audit fee	Barrie Woodcock	239.40
125	16/07/2020	BHH Mileage	Joannah Montgomery	21.60
126	16/07/2020	BHH Mileage	Joannah Montgomery	17.10
127	16/07/2020	BHH Expenses	Joannah Montgomery	52.70
128	16/07/2020	BHH Mileage	Kim Giles	115.65
129	16/07/2020	BHH Mileage	Mark Richardson	44.10
130	16/07/2020	BHH Mileage	Penny Farrell	15.30

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131	16/07/2020	Alarm contract	Chubb Fire and Security	1,633.72
132	16/07/2020	PAYE M3	HMRC	1,152.79
133	16/07/2020	PAYE M3	HMRC	943.58
134	16/07/2020	mower repairs/parts	J R Mowers	296.48
135	16/07/2020	Superann M3	NCC Pension Fund	448.96
136	16/07/2020	Superann M3	NCC Pension Fund	1,349.93
137	16/07/2020	Superann M3	NCC Pension Fund	125.09
138	16/07/2020	Superann M3	NCC Pension Fund	489.00
139	16/07/2020	Fire extinguisher inspectio	Nottinghamshire Fire Saf	117.45
140	16/07/2020	Play area inspection	Playsafety Ltd	404.40
141	16/07/2020	Replacement water heate	Rowlson Plumbing & Hez	599.99
142	16/07/2020	Temp Event Notice	Rushcliffe Borough Coun	21.00
143	16/07/2020	Grease gun	Screwfix	18.99
144	16/07/2020	SLCC Membership	SICC	282.00
145	16/07/2020	Emptying of bins	Streetwise Environmentz	234.00
146	16/07/2020	Plants for the towers	A Buckingham	379.47
147	16/07/2020	Black bin bags	Streetwise Environmentz	35.00
148	22/07/2020	WAGES M4	WAGES M4	4,504.28
149	22/07/2020	WAGES M4	WAGES M4	4,092.96
150	22/07/2020	WAGES M4	WAGES M4	459.95
151	15/07/2020	Bank charges	Natwest	12.80
152	30/07/2020	Refund of overpayment	A W Lymn	540.00
153	30/07/2020	IT support	Arcsus	60.00
154	30/07/2020	Photocopying charges	Automated Systems Groi	49.20
155	30/07/2020	BHH Expenses	Hazel McGurty	80.85
156	30/07/2020	HR Fees	Castle Associates Emplo	768.60
157	30/07/2020	HR Fees	Castle Associates Emplo	525.00
158	30/07/2020	Refund of payment made	Coopers Nurseries	30.00
159	30/07/2020	Window cleaning	DHazzle	25.00
160	30/07/2020	BHH Expenses	Elizabeth Hutchison	62.55
161	30/07/2020	Keyholding	Foremost Security	42.00
162	30/07/2020	Equipment	Handicentre (Bingham) L	26.22
163	30/07/2020	PAYE M4	HMRC	1,204.92
164	30/07/2020	PAYE M4	HMRC	848.12
165	30/07/2020	Repair mower & strimmer	J R Mowers	489.06
166	30/07/2020	2 Stroke oil	J R Mowers	36.00
167	30/07/2020	Stihl autocut	J R Mowers	33.00
168	30/07/2020	Strimmer repairs	J R Mowers	132.56
169	30/07/2020	Cutter	J R Mowers	4.93
170	30/07/2020	BHH Expenses	Kim Giles	56.86
171	30/07/2020	Superann M 4	NCC Pension Fund	479.34
172	30/07/2020	Superann M 4	NCC Pension Fund	1,294.24
173	30/07/2020	Superann M 4	NCC Pension Fund	125.09
174	30/07/2020	Superann M 4	NCC Pension Fund	489.00
175	30/07/2020	Replacement walkie talkie	Radio Solutions	241.14
176	30/07/2020	Grave digging fees	A Buckingham	275.00
177	30/07/2020	Vaulting fee	A Buckingham	450.00
178	30/07/2020	SLCC Membership	SICC	180.00
179	30/07/2020	Councillor expenses	John Lewis	64.66
180	07/07/2020	Fuel	Petty Cash	9.99
181	14/07/2020	Fuel	Petty Cash	19.01
182	30/07/2020	Facemasks	Petty Cash	30.00
183	28/07/2020	Fuel	Petty Cash	10.00
184	31/07/2020	Trade Waste collection	Enva	178.08
185	31/07/2020	Gas/elec bill	Utility Warehouse	172.80
186	31/07/2020	Mobile	Utility Warehouse	11.00
187	31/07/2020	Mobile	Utility Warehouse	22.00
188	31/07/2020	Cemetery Electric	Utility Warehouse	7.08
189	31/07/2020	Depot Alarm bill	Utility Warehouse	17.64
190	31/07/2020	Phone/broadband bill	Utility Warehouse	102.18

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191	06/08/2020	Cleaning supplies	Petty Cash	6.00
192	07/08/2020	Non domestic rates	Rushcliffe Borough Coun	749.00
193	14/08/2020	IT support	Arcsus	216.52
194	14/08/2020	Grant aid	Bomberz CIC	1,175.00
195	14/08/2020	Diesel oil	Chandlers Oil & Gas	397.03
196	14/08/2020	Grant aid	Bingham Cricket Club	2,407.00
197	14/08/2020	Tractor repairs/parts	J R Mowers	131.60
198	14/08/2020	Mower repairs/parts	J R Mowers	808.59
199	14/08/2020	Pre-payment for play area	Kompan	4,893.14
200	14/08/2020	Lift maintenance contract	Lift & Engineering Servic	189.34
201	14/08/2020	Planning training	NALC	30.00
202	14/08/2020	Membership	RCAN	114.00
203	14/08/2020	Valuations	Richard Watsonsons	954.00
204	14/08/2020	Cem water bill	Water Plus	142.46
205	14/08/2020	Grant aid	Bingham Town Football	1,750.00
206	14/08/2020	Non domestic rates	Rushcliffe Borough Coun	91.00
207	24/08/2020	WAGES m5	WAGES m5	4,430.47
208	24/08/2020	WAGES m5	WAGES m5	4,093.16
209	24/08/2020	WAGES m5	WAGES m5	459.95
210	28/08/2020	Gas/elec bill	Utility Warehouse	294.50
211	28/08/2020	Mobile	Utility Warehouse	11.00
212	28/08/2020	Mobile	Utility Warehouse	22.00
213	28/08/2020	Cem Elec bill	Utility Warehouse	6.09
214	28/08/2020	Depot Alarm bill	Utility Warehouse	17.64
215	28/08/2020	Phone/broadband bill	Utility Warehouse	102.61
216	28/08/2020	Investment interest	Natwest	0.00
217	10/08/2020	Fuel	Petty Cash	9.99
218	13/08/2020	Fuel	Petty Cash	16.58
219	17/08/2020	Bank charges	Natwest	20.40
Total				<u>69,677.37</u>

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
on Tuesday 15 September 2020 at 7.15pm

1 July 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: _____

A	Bank Reconciliation at 30/06/2020		
	Cash in Hand 01/04/2020		352,413.99
	ADD Receipts 01/04/2020 - 30/06/2020		157,769.47
	SUBTRACT Payments 01/04/2020 - 30/06/2020		510,183.46
	Cash in Hand 30/06/2020 (per Cash Book)		56,288.73
B	Cash in hand per Bank Statements		
	Cash 30/06/2020	126.35	
	Nat West Reserve Account 30/06/2020	409,919.56	
	Nat West Current Account 30/06/2020	43,848.82	
			453,894.73
	Less unrepresented payments		0.00
B			453,894.73
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		453,894.73
	A = B Checks out OK		

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1 July 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	
			CLOSING BALANCE		126.35	

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

Statement for account [REDACTED] from 01/06/2020 to 30/06/2020

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				43,848.82Cr
30/06/2020	UTILITY WAREHOUSE 6094729/6094729/15	D/D	191.44		43,848.82Cr
30/06/2020	ENVA ENGLAND LTD WC00346	D/D	178.32		44,040.26Cr



Bankline

Statement for account [REDACTED] from 01/06/2020 to 30/06/2020

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				409,919.56Cr
01/06/2020	30JUN GRS 21499039	INT		3.71	409,919.56Cr
09/06/2020	BING TOWN COUNCIL TRANS TO CURRENT	EBP	20,000.00		409,915.85Cr
	OPENING BALANCE				429,915.85Cr
Totals			20,000.00	3.71	

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5 August 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: _____

A	Bank Reconciliation at 31/07/2020		
	Cash in Hand 01/04/2020		352,413.99
	ADD Receipts 01/04/2020 - 31/07/2020		166,433.81
	SUBTRACT Payments 01/04/2020 - 31/07/2020		518,847.80
	Cash In Hand 31/07/2020 (per Cash Book)		85,028.48
B			433,819.32
	Cash in hand per Bank Statements		
	Cash 31/07/2020	57.35	
	Nat West Reserve Account 31/07/2020	389,923.03	
	Nat West Current Account 31/07/2020	43,838.94	
			433,819.32
	Less unrepresented payments		0.00
			433,819.32
	Plus unrepresented receipts		0.00
			433,819.32
B	Adjusted Bank Balance		433,819.32
	A = B Checks out OK		

Accountant  15/9/20

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5 August 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	
			CLOSING BALANCE		57.35	

checked by:  Scribe

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
on Tuesday 15 September 2020 at 7.15pm



Bankline

Statement for account [REDACTED] from 01/07/2020 to 31/07/2020

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				43,838.94Cr
31/07/2020	UTILITY WAREHOUSE 6094729/6094729/15	D/D	332.70		43,838.94Cr
31/07/2020	ENVA ENGLAND LTD WC00346	D/D	178.08		44,171.64Cr



Bankline

Statement for account [REDACTED] from 01/07/2020 to 31/07/2020

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				389,923.03Cr
31/07/2020	31JUL GRS 21499039	INT		3.47	389,923.03Cr
29/07/2020	BING TOWN COUNCIL TRANS TO CURRENT	EBP	20,000.00		389,919.56Cr
	OPENING BALANCE				409,919.56Cr
Totals			20,000.00	3.47	

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
on Tuesday 15 September 2020 at 7.15pm

2 September 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)

A	Bank Reconciliation at 31/08/2020		
	Cash in Hand 01/04/2020		352,413.99
	ADD Receipts 01/04/2020 - 31/08/2020		167,514.30
			519,928.29
	SUBTRACT Payments 01/04/2020 - 31/08/2020		108,567.55
	Cash in Hand 31/08/2020 (per Cash Book)		411,360.74
B	Cash in hand per Bank Statements		
	Cash 31/08/2020	24.78	
	Nat West Reserve Account 31/08/2020	389,926.02	
	Nat West Current Account 31/08/2020	21,409.94	
			411,360.74
	Less unrepresented payments		0.00
			411,360.74
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		411,360.74
	A = B Checks out OK		

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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2 September 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	
			CLOSING BALANCE		24.78	

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

Statement for account [REDACTED] from 01/08/2020 to 31/08/2020

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				21,409.94Cr
28/08/2020	UTILITY WAREHOUSE 6094729/6094729/15	D/D	453.84		21,409.94Cr
27/08/2020	102360 605114	BGC		210.00	21,863.78Cr



Bankline

Statement for account [REDACTED] from 01/08/2020 to 31/08/2020

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				389,926.02Cr
28/08/2020	28AUG GRS 21499039	INT		2.99	389,926.02Cr
	OPENING BALANCE				389,923.03Cr
Totals			0.00	2.99	

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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BINGHAM TOWN COUNCIL BUDGETS 2020/2020

INCOME

CC ID	Cost Centre	2020/2021 Budget	Receipts as at 31 August 2020
	1 SUMMER FAIR	£ 3,500.00	£ 220.00
	9 STALL HIRE	£ 2,100.00	£ -
	11 CHRISTMAS FAIR	£ -	£ -
	20 ALLOTMENT RENT	£ 1,000.00	£ 43.81
	31 CEMETERY MEMORIALS & FEES	£ 10,000.00	£ 3,940.00
	38 RECREATION FACILITIES RENT	£ 1,825.00	£ -
	40 WAYLEAVES	£ 220.00	£ 178.12
	46 EQUIPMENT SERVICE/MAINTENANCE	£ -	£ 175.00
	61 OFFICE EXPENSES	£ -	£ 30.00
	68 INVESTMENT INCOME	£ 500.00	£ 138.15
	69 TRAINING	£ 1,000.00	£ -
	93 OLD COURT HOUSE TENANTS	£ 2,450.00	£ 1,815.00
	94 OLD COURT HOUSE ROOM HIRE	£ 4,500.00	£ -
	109 ENVIRONMENT CCTV RESERVE	£ -	£ 1,000.00
	77 BINGHAM HELPING HANDS GRANT	£ -	£ 5,000.00
		<u>£ 27,095.00</u>	<u>£ 12,540.08</u>

EXPENDITURE

CC ID	Cost Centre	2020/2021 Budget	Payments as at 31 August 2020
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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	£ -
	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	£ -	£ 96.00
		<u>£ 23,350.00</u>	<u>£ 96.00</u>

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	£ 224.17
	16 TRANS TO ENV/CCTV RESERVE	£ 3,000.00	£ -

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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£	7,000.00	£	603.64
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RECREATION COMMITTEE

ALLOTMENTS

20 RENT	£	360.00	£	352.00
21 WATER CHARGES	£	500.00	£	-
22 MAINTENANCE	£	750.00	£	-
	£	1,610.00	£	352.00

CEMETERY

26 RATES	£	900.00	£	455.68
27 WATER/DRAINAGE	£	350.00	£	206.90
28 GRAVE PREPARATION	£	3,300.00	£	1,825.00
29 ELECTRICITY	£	100.00	£	29.55
30 MAINTENANCE	£	4,000.00	£	322.20
31 MEMORIALS & FEES	£	1,000.00	£	540.00
	£	9,650.00	£	3,379.33

RECREATION

35 LINEAR PARK	£	1,000.00	£	-
36 TRANSFER TO LINEAR PARK RES	£	-	£	-
37 PLAY AREA/OPEN SPACE MAINT	£	6,000.00	£	337.00
38 RENT	£	520.00	£	-
39 SPORTS PITCH MAINTENANCE	£	-	£	-
40 WAYLEAVES	£	10.00	£	7.53
41 TREE/SHRUB MAINTENANCE	£	3,000.00	£	-
42 TRANSFER TO RECREATION RES	£	10,000.00	£	-
	£	20,530.00	£	344.53

RECREATION EQUIPMENT

46 EQUIPMENT & MAINTENANCE	£	7,500.00	£	3,179.63
47 MOBILE PHONES	£	600.00	£	91.70
48 VEHICLE TAX/INSURANCE	£	1,500.00	£	1,037.70
49 FUEL	£	2,000.00	£	542.86
50 TRANSFER TO RECR EQUIP RES	£	-	£	-
	£	11,600.00	£	4,851.89

POLICY & RESOURCES COMM

FINANCE

60 AUDIT	£	1,100.00	£	239.40
61 OFFICE EXPENSES	£	7,500.00	£	2,093.68
62 SUBSCRIPTIONS	£	1,900.00	£	2,332.85
63 TRAVEL/MILEAGE STAFF	£	300.00	£	13.76
64 INSURANCE	£	3,500.00	£	-
65 GRANT AID	£	5,000.00	£	1,255.96
66 TRANS TO RISK MANAGEM RES	£	-	£	-
67 ELECTIONS	£	-	£	-
68 INVESTMENT INCOME	£	-	£	-

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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69 TRAINING	£	4,000.00	£	-
70 MILEAGE/EXP COUNCILLORS	£	100.00	£	64.66
71 WEBSITE/IT	£	4,000.00	£	767.28
72 RECRUITMENT	£	250.00	£	-
73 BANK FEES	£	250.00	£	72.80
74 QUALITY COUNCIL	£	-	£	-
75 COUNCILLORS TRAINING	£	1,500.00	£	30.00
76 PWLB LOAN REPAYMENT	£	-	£	-
	£	29,400.00	£	6,870.39
SALARIES & ON COSTS				
80 GROUNDSTAFF	£	71,500.00	£	27,738.25
81 OFFICE STAFF	£	85,000.00	£	29,963.08
82 CARETAKER	£	7,500.00	£	2,800.11
83 PENSION DEFICIT	£	5,870.00	£	1,958.00
	£	169,870.00	£	62,459.44
OLD COURT HOUSE				
86 ALARM	£	250.00	£	73.50
87 INSURANCE	£	400.00	£	-
88 WATER RATES	£	1,500.00	£	243.86
89 NON DOMESTIC RATES	£	8,000.00	£	3,740.00
90 GAS/ELEC	£	6,000.00	£	1,736.25
91 REPAIRS/MAINTENANCE	£	6,500.00	£	3,577.84
92 TRANSFER TO OLD COURT	£	10,000.00	£	-
93 TENANTS RENT	£	-	£	-
94 ROOM HIRE	£	-	£	-
	£	32,650.00	£	9,371.45
PROFESSIONAL FEES				
98 HR	£	1,500.00	£	1,368.33
99 HEALTH & SAFETY	£	1,500.00	£	-
100 LEGAL FEES	£	7,000.00	£	-
	£	10,000.00	£	1,368.33
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	£	-	£	9,447.25
111 RECREATION EQUIPMENT	£	-	£	-
112 LINEAR PARK RESERVE	£	-	£	-

Minutes of a virtual meeting of the Policy & Resources Committee of Bingham Town Council
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113 DEPOT RESERVE	£	-	£	-
114 OLD COURT HOUSE RESERVE	£	-	£	-
115 RISK MANAGEMENT RESERVE	£	-	£	-
116 LAND & PROP DEVELOP RES	£	-	£	-
117 GENERAL RESERVE	£	-	£	-
119 HUMANITARIAN AID	£	-	£	4,895.95
	£	-	£	14,343.20

	BUDGET		ACTUAL
£	327,360.00	£	104,835.20

Payments minus Recs	£	92,295.12
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Precept	£	300,265.00
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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	Budgeted Reserve additions	Totals	Receipts as at 30 June 2020	Payments as at 30 June 2020	Totals as at 30 June 2020 inc budgeted additions
(Delete Promotion budget and combine depot with Recreation Equipment)							
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		£ 9,447.25	£ 45,708.05
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		£ 4,895.95	£ 20,104.05
Reserve Totals		£ 358,954.38	£ 34,700.00	£ 393,654.38	£ 1,000.00	£ 14,343.20	£ 380,321.18
Starting Reserves inc 2020/21 Budget amounts		£ 358,954.38	£ 214,777.18	£ 573,731.56			
Reserve additions 2020/2021		£ 34,700.00	£ 30,000.00	£ 64,700.00			
Total Starting Reserves		£ 393,654.38	£ 244,777.18	£ 638,431.56			
Total as at 31 August 2020		£ 380,321.18		£ 380,321.18			
Code	Community & Environment						
109	CCTV upgrade	£ 3,000.00	£ -	£ 3,000.00			
Recreation & Amenities							
110	Allotments South Side Fencing	£ -	£ -	£ -			
110	Buttfield Pitch Improvement Grant	£ 35,100.00	£ -	£ 35,100.00			
110	Buttfield Lease Revisions	£ 2,500.00	£ -	£ 2,500.00			
110	Cogley Lane Refurbishment	£ -	£ 20,000.00	£ 20,000.00			
110	Cogley Lane Refurbishment Fees	£ 1,347.00	£ -	£ 1,347.00			
110	Wychwood Road Refurbishment	£ 25,400.00	£ -	£ 25,400.00			
116	PWL B - Community Facilities Commitment	£ -	£ 19,200.00	£ 19,200.00			
110	Wynhill Lease	£ 2,500.00	£ -	£ 2,500.00			
112	Linear Park Bridges	£ 5,000.00	£ -	£ 5,000.00			
111	Grounds Maintenance Equipment Review	£ 30,000.00	£ -	£ 30,000.00			
110	Open Space Security Improvements	£ 5,000.00	£ -	£ 5,000.00			
116	Land Acquisition for pitches YEAR 1	£ -	£ -	£ -			
116	Land Acquisition south east of Jebbs Lane	£ -	£ -	£ -			
Policy & Resources							
117	Office Accounts Package	£ 3,000.00	£ -	£ 3,000.00			
114	Replace Old Court House Alarm	£ 5,000.00	£ -	£ 5,000.00			
114	Old Court House Building Survey	£ -	£ 5,000.00	£ 5,000.00			
114	Old Court House Furniture Replacement	£ 3,000.00	£ -	£ 3,000.00			
117	Recording/Audio Equipment/Induction Loop	£ 19,697.00	£ -	£ 19,697.00			
119	Car park preparatory Works	£ 25,000.00	£ -	£ 25,000.00			
Totals		£ 165,344.00	£ 44,200.00	£ 209,544.00			
Estimated Reserves at Year End		£ 214,777.18	£ 200,577.18	£ 415,354.36			

Comments
New HD cameras & additional camera, grant of £1000 in addition to support this

Fencing of the south side of the Allotments
Left over from a 50K commitment to equipment improvement grant
Quote received
Match funding for refurbishment costs
Consultant 1347, Archaeological Watching Brief, Historic England Application
20K Re-furbishment fees and 5-4K 3rd party contribution
£50K set aside for repayment of FWLB loan payments, £11,600 left for part of year 3
Lease revisions and renewal
Inspection costs and remedial works
Large equipment review, inc gator, tractor and mower
To prevent unauthorised access to open spaces and childrens safety
Investigate providing additional pitches at Butt Field
Securing the future of land identified in the Community Led Plan

New Office Accounts package
Alarm system replacement
Building Survey of the Old Court House
Replacement of council chamber chairs/tables
Council decision to audio record meetings & provide induction loop system
Construction costs to be modelled as project progresses in 2020/21 25K less costs incurred in 2019/20
Humanitarian Aid for Covid 19