



BINGHAM TOWN COUNCIL

The Old Court House
Church Street
Bingham
Nottingham
NG13 8AL
Telephone: 01949 831445

To: All Bingham Town Councillors

Email: info@bingham-tc.gov.uk
Website: www.bingham-tc.gov.uk

07 April 2021

Dear Councillor,

You are hereby summoned to attend a virtual extra-ordinary meeting of Bingham Town Council on Tuesday 13 April 2021 at 6.45pm.

Please note there will be a virtual extra-ordinary Planning meeting immediately after followed by a Policy & Resources meeting.

Members of the public and press who wish to remotely access the meeting, please click on the link below:

[Click here to join the meeting](#)

If you have an apple device or a mobile device, you may be asked to download the free Microsoft Teams app to join the meeting. You can test the link before the meeting if you wish. There will be no staff available to take calls or help with technical issues on the evening.

There is a public session at this meeting, should a member of the public wish to pose a question or make an observation, this should be emailed through in advance to info@bingham-tc.gov.uk ; please include whether you wish to speak at the public session to your question or observation or whether your preference is for it to be read out on your behalf. Please note the closing date for submitting questions and observations is Friday 09 April 2021 by 5pm. You will be contacted on Monday 12 April 2021 by 5pm to confirm whether your question or observation forms part of the public session.

Yours sincerely,

JAS

John Stockwood
Mayor



Bingham Town Council
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A G E N D A

Press and Public joining the meeting

There will be an option on entering to use your video, mic and enter your name.

- Name - The name you enter will be displayed on screen, so please decide before joining the meeting if you wish to use your first or last name only or put anonymous if you don't want your name displayed as the meeting will be recorded. If you already have a Teams account, the name you use will be displayed.
- Camera - This does not have to be used, you will see the Councillors and other attendees, but we will not see you unless you have the camera on. If you wish to speak, it would be useful for your camera to be on, but it is not essential.
- Mic - You will need the mic to speak to your question or observation but to ensure the meeting runs as smoothly as possible, please leave your mic off until item 3 on the agenda. At this point, the Mayor will invite you to speak. Please turn off your mic after speaking in this item for the remainder of the meeting.
- Recording – The meeting will be recorded, when the recording is on, this should be shown on your screen. The recording may show faces of those with the camera turned on and this will be uploaded to the website. By having your camera on, you will therefore need to be aware that you are agreeing to this. If you do not wish your face to be seen, please leave your camera turned off.

You can view the Town Council's privacy's policy by visiting <https://www.bingham-tc.gov.uk/2018/05/16/general-privacy-notice-may-2018/>

The recordings of meetings will be stored on the town council's website as a permanent record of the meeting.



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A G E N D A

1. **Apologies**
To receive apologies for absence and acceptance
2. **Declarations of Interest**
To receive any declarations of interest
3. **Public Session**
Invited members of the public to ask questions and make observations to the Town Council
4. **Internal Audit**
To agree the internal auditor for the year ended 31 March 2021 (Appendix A)
5. **Assets** (Appendix B)
 - (a) To agree to the write off of grounds maintenance equipment from the asset register
 - (b) To note the sale of the grounds maintenance equipment
6. **Community No Waste Food Shop** (Appendix C)
To agree the term and payment for this community initiative to operate from the Old Court House
7. **Linear Park Steps** (Appendix D)
To agree a contractor to repair the wooden sets of steps near to the River Smite
8. **Meetings Format** (Appendix E)
To agree updates to Council meeting arrangements from 07 May 2021