



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

19 May 2021

Dear Councillor,

You are hereby summoned to attend the annual meeting of Bingham Town Council to be held on Tuesday 25 May 2021 at 7pm in the hall of the Methodist Centre, Union Street, Bingham. Councillors may wish to take part in prayers which will be said prior to the start of the meeting.

The meeting is addressing essential business only in compliance with the current pandemic lockdown rules. The meeting is open to members of the public and press, please use the fire exit on Union Street to access the meeting, not the main entrance on Needham Street. The capacity of the hall is limited to adhere with social distancing guidance.

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 21 May 2021 by 5pm. You will be contacted on Monday 24 May 2021 by 5pm to confirm whether your question or observation forms part of the public session.

The meeting will also be live streamed via YouTube for the public to listen and view via the link:

[Bingham Town Council - YouTube](#)

Regards

SP

Sharon Pyke
Proper Officer of Council



Bingham Town Council
Annual Meeting to be held Tuesday 25 May 2021 at 7:00pm
In the hall of the Methodist Centre, Union Street, Bingham

A G E N D A

Public and Press Information

In person attendance

At this Annual Town Council meeting, there is socially distanced space for public and press. Please note that once capacity is reached there will be no further admittance. Therefore, you are encouraged to watch the meeting via You Tube.

You will be required to sign in and out and you will be asked to scan the QR code for the Methodist Centre, if you have registered via the NHS Test and Trace app. Hand sanitiser will be available. Please be aware you will be required to keep your face covering on through-out your time in the Methodist Centre unless you are exempt from wearing a face covering.

Please be aware if you attend in person, your image and if you do speak (at the Chairman's discretion) this will be captured as part of the live stream.

Live Stream

For those watching via You Tube, please be aware that until the meeting starts the live stream video will not be showing on the home page. For this reason, please keep refreshing the home page until you see the video appear.

A link to the recordings of meetings will be stored on the town council's website as a permanent record of the meeting. 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/>



Bingham Town Council
**Annual Meeting to be held Tuesday 25 May 2021 at 7:00pm
In the hall of the Methodist Centre, Union Street, Bingham**

A G E N D A

1. Town Mayor

To elect a Town Mayor for the year 2021/2022 and to sign the Declaration of Acceptance of Office

2. Apologies

To receive apologies for absence and acceptance

3. Deputy Mayor

To elect a Deputy Mayor for the year 2021/2022 and to sign the Declaration of Acceptance of Office

4. Declarations of Interest

(a) To receive any Declarations of Interest

(b) To remind Councillors to review their Declaration of Interest forms and update where appropriate

5. Dispensation

To receive a dispensation request

6. Questions and Comments from Members of the Public

Invited members of the public to read out their representation, question or comment to the Town Council

7. Minutes

(a) To approve and sign the minutes of the meeting held on 23 February 2021

(Appendix A)

(b) To approve and sign the minutes of the extra-ordinary meeting held on 27 April 2021

(Appendix B)

8. Committee Minutes

To receive and resolve to approve recommendations from the following meetings:

(a) Recreation and Amenities Committee, 09 March 2021

(Appendix C)

(b) Community and Environment Committee, 23 March 2021

(Appendix D)

(c) Policy and Resources Committee, 27 April 2021

(Appendix E)

To receive the decisions from the following meetings:

(d) Planning Committee, 09 March 2021

(Appendix F)

(e) Planning Committee, 27 April 2021

(Appendix G)

(f) Planning Committee, 18 May 2021

(Appendix H)



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A G E N D A

- 9. Internal Auditor's Report** (Appendix I)
To note that there were no matters arising
- 10. Annual Governance and Accountability Return** (Appendix J)
(a) To consider the assertions in the Annual Governance Statement
(b) To approve the signing of the Annual Governance Statement
(c) To review the Annual Accounting Statement
(d) To approve the signing of the Annual Accounting Statement
- 11. Exercise of Public Rights**
To note the exercise of Public Rights and Publication of the unaudited Annual Governance and Accountability return will commence on Monday 21 June 2021 and conclude on Friday 30 July 2021
- 12. Terms of Reference**
To agree the Terms of Reference for the following Standing Committees
(a) Planning (Appendix K)
(b) HR (Appendix L)
(c) Community & Environment (Appendix M)
(d) Recreation & Amenities (Appendix N)
(e) Policy, Resources and Major Projects (Appendix O)
- 13. Committee Members**
To appoint Councillors to Committees
- 14. Substitutes**
To appoint substitutes for Committees
- 15. Outside Bodies or Agencies** (Appendix P)
To appoint Councillors to Outside Bodies or Agencies
- 16. Subscriptions** (Appendix Q)
To review and approve the Council's and Officer subscriptions
- 17. Direct Debits and Standing Orders** (Appendix R)
To review and approve the list of direct debits and standing orders
- 18. Meeting Dates** (Appendix S)
To confirm dates of meetings
- 19. Community Events for 2021**



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A G E N D A

To consider Bingham Community Events Committee's proposal and agree funding
(Appendix T)

20. Foot and Cycle Path

To support East Bridgford Parish Council request for a foot and cycle path to link the Bingham and East Bridgford by writing to Nottinghamshire County Council

21. Correspondence

To consider any correspondence received:

22. Confidential Business

Public Bodies (Admission to Meetings) Act 1960:-

To resolve that "in view of the confidential nature of the business about to be transacted, the Press and Public be excluded for the remainder of the meeting."

The following matters will be discussed:

- Confidential notes from Council meeting held on 23 February 2021
- Confidential notes and recommendations from Policy and Resources held on 27 April 2021
- Staffing Matter