

**PRESENT:**

Councillors: A Shelton, R Bird, J Stockwood, M Stockwood, J Lewis, G Williams and F Purdue-Horan

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

Members of the Public: 0

1. **ELECTION OF CHAIRMAN**

Councillor F Purdue-Horan opened the meeting and invited nominations for a Chair.

Councillor J Stockwood was proposed as Chair by Councillor F Purdue-Horan and this was seconded by Councillor M Stockwood. A vote was taken and Councillor J Stockwood was duly elected as Chair.

2. **APOLOGIES FOR ABSENCE**

An apology for absence was received and accepted from Councillor T Wallace. Councillor R Bird was noted as a substitute.

3. **ELECTION OF VICE CHAIR**

Councillor A Shelton was proposed as Vice Chair by Councillor F Purdue-Horan and this was seconded by Councillor J Stockwood. A vote was taken and Councillor A Shelton was duly elected as Vice Chair.

4. **DECLARATIONS OF INTEREST**

No declarations of interest were received.

5. **TERMS OF REFERENCE**

6. **MINUTES**

The minutes of 27 April 2021, Folio 9756 to 9758 were taken as read, approved and signed by the Chairman as a correct record.

7. **COMMITTEE MINUTES**

(a) Recreation & Amenities Sub-Committee, 08 June 2021

The resolutions of this sub-committee were noted and it was agreed to

**RECOMMEND:** that sub-committees' recommendations be approved by Full Council.

(b) Community & Environment Sub-Committee, 22 June 2021

The resolutions of this sub-committee were noted and it was agreed to

**RECOMMEND**: that sub-committees' recommendations be approved by Full Council.

(c) Extra Ordinary HR Sub-Committee, 29 June 2021

The resolutions of this sub-committee were noted and it was agreed to

**RECOMMEND**: that sub-committees' recommendations be approved by Full Council.

(d) HR Sub-Committee, 06 July 2021

The resolutions of this sub-committee were noted and it was agreed to

**RECOMMEND**: that sub-committees' recommendations be approved by Full Council.

8. **COMMITTEE PRIORITIES**

- (a) Previous decisions – the committee previously agreed to prioritise business and IT continuity, reviewing policies, application to LCAS awards scheme, security and facilities at the Old Court House and had been asked to take leadership on the co-ordination of major projects.
- (b) Priorities for the year ahead – the Committee agreed Civic functions should be agreed directly with the Mayor and grants could be delegated to the Community and Environment Sub-Committee. Alongside the responsibilities with the terms of reference, the priorities for the year ahead would be focussed on business continuity, streamlining processes, review of the policies, delegation to sub-committees and the Old Court House maintenance and improvements.

9. **ACCOUNTS PAID REPORT TO 30 JUNE 2021**

**RESOLVED**: that the accounts paid report of £63,619.48 be approved.

10. **BANK RECONCILIATIONS**

The reconciliation reports to 31 April 2021, 31 May 2021 and 30 June 2021 were presented and it was agreed to

**RESOLVED**: to approve the Reconciliation Reports.

11. **Q1 BUDGET TO ACTUALS TO 30 JUNE 2021**

The Clerk was asked to look at the subscriptions budget code and the committee also noted that the Clerk would be updating the Full Council on the costs of outsourcing the play area inspections and cemetery grass cutting.

**RESOLVED**: that the budgets to actuals report was accepted.

12. **Q1 THREE YEAR RESERVES PLAN TO 31 MARCH 2022**

The £20,000 reserves income was noted for the sale of the equipment and the committee were also updated that project to replace the surfacing at Wychwood Road and the Hearing Loop installation had both been actioned under budget.

The CCTV replacement and car park project would require more funding than within the amounts within the plan and would be updated as costs were known. Financial regulations would also require updating to confirm a general reserves policy to manage cash flow. The Resilience Sub-Committee work was coming to an end so it was noted that a budget amount would be available for re-allocation.

### 13. **CAR PARK PROJECT**

- (a) Car Park Sub-Committee – The committee confirmed that as a major project this sub-committee should remain active, and it was agreed to **RESOLVED**: that all members of the Policy, Resources and Major Projects Committee be members of the Car Park Sub-Committee
- (b) Terms of reference – The terms of reference were considered, and a vote was taken to accept the terms of reference with the deletion of item J, K and L  
**RESOLVED**: to accept the terms of reference with the deletion of items J, K and L
- (c) Further actions – The committee were updated that a fee proposal for 10 reports had been received and that three of the reports had been suggested as the initial steps. A meeting of the Car Park Sub-Committee would be arranged prior to the Full Council meeting to discuss the fee proposal and report on any funding required.

### 14. **WYNHILL RE-DEVELOPMENT PROJECT**

An update was received that the external funding that the Rugby Club had applied for was still under consideration and a decision was expected around mid-August. The planning application was also still under consideration with the Borough Council planning department. The committee agreed that the working group of councillors should meet so that they could consider recent advice received on the information required by the Town Council. This information could then be requested from the Rugby Club at the earliest opportunity, prior to them receiving the decisions.

### 15. **BINGHAM TOWN SPORTS CLUB WORKING GROUP**

The Crown Estates had declared a climate emergency and as a result of this their entire estate was being reviewed as to becoming carbon neutral. Any land transactions were therefore on hold as the Council had received correspondence that an end date for the review was not yet known. The committee requested that Butt Field be updated on the current situation of potential extra land for sports use and also asked that Butt Field be requested to nominate a representative to be a non-voting member of the Car Par Sub-Committee as the progress of the car park would directly affect the Club.

### 16. **DISSOLUTION OF COMMITTEES**

With the creation of a new committee structure it was agreed to:

**RECOMMEND**: to dissolve the following committees;

Minutes of a meeting of the Policy, Resources & Major Projects Committee of Bingham Town Council  
held on Tuesday 20 July 2021 at 7.15 pm  
held in the Councill Chamber of The Old Court House, Church Street, Bingham

- Community & Environment Committee
- Recreation & Amenities Committee
- HR Committee
- Policy Sub-Committee
- Resilience Sub-Committee
- Staffing Review Working Group

It was also requested that the website be updated to include the new committees and the membership.

**17. POLICY REVIEW SCHEDULE**

The report was noted by the committee and policies would be reviewed throughout the year.

**18. HR AND HEALTH AND SAFETY CONSULTANT CONTRACT AWARD**

There had been no opportunity to meet on this item and it was requested this item to be discussed further under confidential items.

**19. LGPS FUND POLICY CONSULTATION**

No response was given.

**20. CORRESPONDENCE**

The Clerk had received notification of Merchant Navy Day and it was agreed that this item should be progressed directly with the Mayor as in previous years to make the arrangements.

The Clerk requested the second item of correspondence be discussed under confidential items.

**21. 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 27 April 2021

**RESOLVED:** that the notes be approved.

Minutes of a meeting of the Policy, Resources & Major Projects Committee of Bingham Town Council  
held on Tuesday 20 July 2021 at 7.15 pm  
held in the Councill Chamber of The Old Court House, Church Street, Bingham

- Confidential Notes and recommendations from the Extra-Ordinary HR Sub-Committee, 24 June 2021

The notes and recommendations were noted.

- Confidential notes and recommendations from the HR Sub-Committee, 6 July 2021

The notes and recommendations were noted.

- Residents request to purchase land

**RECOMMEND:** that the request be declined

The public meeting closed at: 8:32pm. The confidential meeting closed at: 9:05pm

.....CHAIRMAN

Date: .....

**RECOMMENDATIONS:**

- To accept the recommendations of the HR, Recreation and Amenities and Community and Environment sub-committees.
- Dissolution of the following Committees, Sub-Committees or Working Groups: Community and Environment, Recreation and Amenities, HR, Policy, Resilience and Staffing Review Group.

**RESOLUTIONS:**

- The accounts paid report of £63,619.48 be approved.
- Approval of the Reconciliation Reports to 31 April, 31 May and 30 June 2021
- The budgets to actuals report was accepted
- All members of the Policy, Resources and Major Projects Committee be members of the Car Park Sub-Committee
- Accept the terms of reference for the Car Park Sub-Committee with the deletion of items J, K and L