



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

10 May 2023

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of Bingham Town Council to be held in the Council Chamber at The Old Court House, Church Street, Bingham, on Tuesday 16 May 2023 at 7.00pm.

Press and members of the public are invited to attend.

Regards

Joanne Riddle
Town Clerk



Bingham Town Council
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In the Council Chamber at the Old Court House, Church Street, Bingham

A G E N D A

1. **Town Mayor**
To elect a Town Mayor for the year 2023/2024 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 2023/2024 and to sign the Declaration of Acceptance of Office
4. **Declarations of Interest**
To receive any Declarations of Interest
5. **Mayors Announcements**
To receive the Mayors Announcements including confirmation of the amount raised for the Mayor's chosen charity in 2022/23
6. **Questions and Comments from Members of the Public**
Members of the public to ask questions and make observations to the Town Council
7. **Minutes**
To approve and sign the minutes of the meeting held on 21 March 2023 (Appendix A)
8. **Committee Minutes**
To note the minutes and to resolve the recommendations from the following meeting:
(a) Finance, Policy and Resources, 25 April 2023 (Appendix B)

To note the decisions from the following meeting:
(b) Planning Committee, 04 April 2023 (Appendix C)
(c) Planning Committee, 25 April 2023 (Appendix D)
9. **General Power of Competence**
To confirm the new term of Council meets the requirements to maintain the General Power of Competence
10. **Internal Auditor's Report** (Appendix E)
To note the internal auditors report



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- 11. Annual Governance and Accountability Return** (Appendix F)
- (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
- 12. 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 05 June 2023 and conclude on Friday 14 July 2023
- 13. Terms of Reference**
- To consider the Terms of Reference for the following Standing Committees and agree any alterations:
- (a) Planning (Appendix G)
 - (b) HR (Appendix H)
 - (c) Community Recreation & Amenities (Appendix I)
 - (d) Finance, Policy & Resources (Appendix J)
 - (e) Car Park (Appendix K)
 - (f) Wynhill Re-development (Appendix L)
- 14. Committee Members**
- To appoint Councillors to Committees and to note the substitution process
- 15. Outside Bodies or Agencies**
- To appoint Councillors to Outside Bodies or Agencies (Appendix M)
- 16. Co-option**
- To note the co-option policy and advertising of the vacancy in the South East Ward
- 17. Councillor Training**
- To receive the training opportunities available for Councillors
- 18. Subscriptions**
- To review and approve the Council's and Officer subscriptions (Appendix N)
- 19. Bank Signatories**
- To agree signatories for the Council's banking facility
- 20. Direct Debits and Standing Orders**
- To review and approve the list of direct debits and standing orders (Appendix O)



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21. Land

To review the land/building assets owned or leased

22. Policies

To review and adopt the following policies:

(Appendix P)

- (a) Data Breach
- (b) Data Protection
- (c) General Privacy Notice
- (d) Privacy Notice for Councillors and Staff
- (e) Subject Access Request
- (f) Records retention
- (g) Health & Safety
- (h) Media & Recording Policy
- (i) Mayors Allowance
- (j) Parish Travel and Subsistence Allowance
- (k) Asset Valuation
- (l) Complaints
- (m) Co-option
- (n) Environmental
- (o) General Reserves Policy
- (p) Stress Management Policy
- (q) Training and development Policy
- (r) Staff Handbook

23. Insurance Cover

To receive confirmation of insurance cover

24. Standing Orders

To review and adopt the Model Standing Orders

(Appendix Q)

25. Financial Regulations

To review and adopt the model Financial Regulations

(Appendix R)

26. Meeting Calendar

To receive a meeting calendar from June 2023

(Appendix S)

27. UKSPF Grant Application

To approve the grant application to the UKSPF fund for feasibility work to progress projects at Chapel Lane and Wynhill.



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28. Coronation Commemorative Plaque

To consider the purchase of plaques to commemorate the Coronation of HM King Charles III and the reign of HM Queen Elizabeth II

29. Local Government Pension Scheme Consultation

To consider any response to the Funding Strategy Statement Consultation

30. Infrastructure Levy

To consider any comments for NALC's response to the Department for Levelling Up, Housing and Communities.

31. Correspondence

To consider any correspondence received:

(a) Update from Barratt Homes

32. 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 21 March 2023
- Preliminary Land discussion
- Cemetery