

Minutes of a meeting of the Finance, Policy & Resources Committee of Bingham Town Council  
held on Tuesday 05 September 2023 at 7.15pm  
held in the Councill Chamber of The Old Court House, Church Street, Bingham

**PRESENT:**

Councillors: R Bird, T Wallace, F Purdue-Horan, M Stockwood, E Georgiou and N Jejna

Officer: J Riddle (Town Clerk) and C Beecroft (Deputy Clerk)

Members of the Public: 3 Including Councillors A Shelton & N Mees

1. **APOLOGIES FOR ABSENCE**

All committee members were present.

2. **DECLARATIONS OF INTEREST**

No declarations were received.

3. **MINUTES**

The minutes of 04 July 2023, Folio 10075 to 10077 were taken as read, approved and signed by the Chairman as a correct record.

4. **OUTSTANDING DECISIONS AND AGREE FURTHER ACTIONS**

The Committee noted the update on the outstanding actions.

5. **ACCOUNTS PAID REPORT TO 31 JULY 2023**

**RECOMMEND:** that the accounts paid report of £61,554.43 be approved.

6. **BANK RECONCILIATIONS**

The reconciliation reports to 30 June 2023 and 31 July 2023 were presented and it was agreed to

**RECOMMEND:** approval the Reconciliation Reports.

7. **BUDGET TO ACTUALS TO 31 MAY 2023**

The committee noted the budget to actuals report.

8. **THREE YEAR RESERVES PLAN**

The committee noted the three-year reserves plan update.

9. **BOMBERZ CIC**

The committee received a response to queries raised with Bomberz CIC and standing orders were suspended at 7.28pm as a representative of the group had attended to take questions.

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The representative confirmed that plans for an October event with Skate Nottingham were underway and a local business had offered financial support if required to assist in delivery of the event.

Standing orders were re-instated at 7.29pm and the representative was thanked for the update.

#### 10. **RECORDS RETENTION POLICY**

An update to the policy was presented to include the retention period for register of interest forms.

**RECOMMEND:** that the policy be approved.

#### 11. **GAS AND ELECTRICITY CONTRACT**

The committee considered the outline quotes received and noted the savings that would be made. Consideration was given to the length of contract, with 3 years being noted as too long to predict rates. The current supplier could not supply a lower rate so a change in supplier was required.

**RECOMMEND:** delegated authority for the Clerk to work with the Chair and Vice Chair to select a contract and with a new supplier.

#### 12. **ALLOTMENT ASBESTOS REMOVAL**

The committee noted that an empty plot has rubbish that included items of asbestos. A second quotation was expected and the first quote amount was noted.

**RECOMMEND:** that delegated authority be given to the Clerk to arrange removal of the asbestos waste with costs noted in the region of £1000.

#### 13. **OUTSOURCING TO SUPPORT STAFF CAPACITY**

The committee received an update on the outsourcing of the cutting of Wynhill site and cemetery mowing assistance. Ongoing support due to long term sickness would be required to ensure services were delivered. The committee noted that the Churchyard and Cemetery would remain in house and outsourcing of play area inspections, mowing of Wynhill and Warners Paddock and bin emptying would be arranged. The committee would be updated on costs incurred at the next meeting.

**RECOMMEND:** acceptance of the immediate outsourced work and further outsourcing to support staff capacity.

#### 14. **Y2 HEALTH AND SAFETY INSPECTION**

The committee was updated on the disappointment of staff for the lack of explanation and errors made at the most recent inspection. The committee received the report and update on the actions identified. It was agreed that as a small organisation, some of the actions were not relevant for a

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small employer. The committee confirmed that their disappointment should also be relayed and the Clerk would chase an update on the concerns raised with Croner.

15. **BUILDING SURVEY UPDATE**

The committee were updated on the amount of work completed by the Deputy Clerk to identify inconsistencies within the report. Further information had been provided and would be reviewed.

16. **REQUEST FOR TELECOMMUNICATIONS EQUIPMENT AT BUTT FIELD**

The committee agreed that limited information was available and there was no land currently identified at the site that would be available. The Clerk would seek further information about the benefits for residents, reasonings for further equipment and other land being considered.

17. **SLCC CONFERENCE**

The committee noted that the Clerk would consider if items on the agenda were beneficial and other training opportunities may be considered as more beneficial to current projects.

18. **ICCM EXHIBITION**

The committee noted the attendance of the Clerk and Deputy Clerk at the ICCM exhibition to support the cemetery review.

19. **POLICY FOR COUNCILLORS ROOM HIRE**

The committee gave guidance on use of the Old Court House for Councillors. A policy would be drafted for consideration at a later meeting.

20. **CORRESPONDENCE**

(a) Safer Streets – the committee noted that Safer Streets 5 funding was available and that an application had been submitted to the Home Office for a new CCTV system for the Town Centre. Bingham Town Council would be asked to support and match fund the project. Further information would be available for consideration at the September Full Council meeting due to the short timescales of the funding allocation.

The meeting closed at: 8:39pm

.....CHAIRMAN

Date: .....

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RECOMMENDATIONS:

- The accounts paid report of £61,554.43 be approved
- Approval of the reconciliation reports to 30 June 2023 and 31 July 2023
- Approval of the Records Retention Policy
- Delegated authority for the Clerk to work with the Chair and Vice Chair to select a Gas and Electric contract with a new supplier.
- Delegated authority be given to the Clerk to arrange removal of the asbestos waste with costs noted in the region of £1000 at the Allotment site.
- Acceptance of the immediate outsourced work and further outsourcing to support staff capacity.