



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

06 May 2026

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 12 May 2026 at 7.00pm.

Press and members of the public are invited to attend.

Regards

JR

Joanne Riddle
Town Clerk



**Annual Meeting to be held Tuesday 12 May 2026 AT 7:00PM
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 2026/2027 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 2026/2027 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

5. Mayors Announcements

To receive the Mayors Announcements including confirmation of the amount raised for the Mayor's chosen charity in 2025/2026

6. Questions and Comments from Members of the Public

Members of the public to ask questions and make observations to the Town Council

7. Councillors Reports

To receive any County or Borough Councillor reports

8. Minutes

To approve and sign the minutes of the meeting held on 17 March 2026 (Appendix A)

9. Committee Minutes

To note the minutes and to resolve the recommendations from the following meeting:

(a) Community, Recreation & Amenities, 31 March 2026 (Appendix B)

(b) Finance, Policy and Resources, 05 May 2026 (Appendix C)

To note the decisions from the following meeting:

(c) Planning Committee, 31 March 2026 (Appendix D)

(d) Planning Committee, 28 April 2026 (Appendix E)

10. Co-option

To consider applications for co-option for the Town Councillor vacancy in the South East Ward and to sign the declaration of acceptance of office.



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11. Internal Auditor's Report

To note the internal auditors report for the year ending 31 March 2026 (Appendix F)

12. Annual Governance and Accountability Return

(Appendix G)

(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

13. Exercise of Public Rights

To note the exercise of Public Rights and Publication of the unaudited Annual Governance and Accountability return will commence on Wednesday 03 June 2026 and conclude on Tuesday 14 July 2026

14. Committee Members

To appoint Councillors to Committees and to note the substitution process

15. Terms of Reference

To consider the Terms of Reference for the following Standing Committees and agree any alterations:

(a) Planning (Appendix H)

(b) HR (Appendix I)

(c) Community Recreation & Amenities (Appendix J)

(d) Finance, Policy & Resources (Appendix K)

(e) Car Park (Appendix L)

(f) Wynhill Re-development (Appendix M)

16. Outside Bodies or Agencies

To appoint Councillors to Outside Bodies or Agencies

17. Councillor Training

To receive any training requests for the 2026/27 Civic Year

18. Subscriptions

To review and approve the Council's and Officer subscriptions (Appendix N)

19. Bank Signatories & Bacs Payments

To agree the updated signatories for the Council's banking facilities and to confirm continuation of BACS payments



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A G E N D A

20. Regular Payments, Direct Debits and Standing Orders

To review and approve the list of regular payments, direct debits & standing orders
(Appendix O)

21. Land

To review the land/building assets owned or leased

22. Policies

To review and adopt the following policies:

- (a) Data Breach
- (b) Data Protection
- (c) General Privacy Notice
- (d) Privacy Notice for Councillors and Staff
- (e) Subject Access Request
- (f) Media & Recording Policy
- (g) Complaints
- (h) Stress Management
- (i) Staff Handbook
- (j) Pensions Discretions Policy
- (k) Publication scheme

23. Insurance Cover

To receive confirmation of insurance cover and to note the 5 year contract end in August 2028

24. Standing Orders

To review and adopt the updated Model Standing Orders (Appendix P)

25. Financial Regulations

To review and adopt the model Financial Regulations (Appendix Q)

26. Code of Conduct

To review and re-adopt the Code of Conduct (Appendix R)

27. Meeting Calendar

To receive a meeting calendar from June 2026

28. Councillors Reports

To receive Councillors reports as representatives of outside bodies or agencies

29. Correspondence

To consider any correspondence received:



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A G E N D A

30. 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 17 March 2026
- Confidential decisions from the Community, Recreation and Amenities Committee meeting held on 31 March 2026