Minutes of the Annual Meeting of Bingham Town Council
held on Tuesday 12 May 2026 at 7:00pm
in the Council Chamber at the Old Court House, Church Street, Bingham

PRESENT:

Councillors: T Wallace, E Georgiou, G Williams, R Bird, M Stockwood, F Purdue-Horan, A Shelton, N Mees, P Walters, W Stapleton, M Baulcombe and I Shouler

Officers: J Riddle (Clerk) & C Beecroft (Clerk's Assistant)

Public: 5 Including County Councillors S Pearson and N Clarke

1. TOWN MAYOR

Councillor T Wallace was nominated by Councillor R Bird and this was seconded by Councillor P Walters.

Councillor A Shelton was nominated by Councillor F Purdue-Horan and this was seconded by Councillor W Stapleton.

No further nominations were received and a vote was taken.

RESOLVED that Councillor T Wallace be duly elected as Town Mayor.

Councillor T Wallace signed the declaration of acceptance of office.

2. APOLOGIES

An apology for absence was received and accepted from Cllr N Jejna.

3. DEPUTY MAYOR

Councillor A Shelton was nominated by Councillor F Purdue-Horan and this was seconded by Councillor W Stapleton.

Councillor E Georgiou was nominated by Councillor G Williams and this was seconded by Councillor P Walters.

No further nominations were received and a vote was taken.

RESOLVED: that Councillor E Georgiou be elected as Deputy Mayor.

Councillor E Georgiou read and signed the declaration of acceptance of office.

4. DECLARATIONS OF INTEREST

(a) No declarations of interest were received.
(b) Councillors were reminded to review their Register of Interests Form and complete a new form if required.

Minutes of the Annual Meeting of Bingham Town Council
held on Tuesday 12 May 2026 at 7:00pm
in the Council Chamber at the Old Court House, Church Street, Bingham

5. MAYORS ANNOUNCEMENTS

Councillor T Wallace confirmed that he attended the following:

- Opening of Cherubs Day nursery
- 10th Anniversary of Bingham Methodist Church
- AGM Twinning Association
- Meeting with the Head of Toot Hill School

6. QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

A member of the public introduced themselves to the Council having taken on the role of Tree Warden for Bingham. They confirmed that they had attended an induction with Rushcliffe Borough Council and a meeting had been arranged with the Clerk.

7. COUNCILLOR REPORTS

County Councillor S Pearson updated on potholes, the condition of Chapel Lane which had been reported, Nottingham Road and Long Acre re-surfacing funding, progression of the work for the TRO on Long Acre, increased parking restrictions planned for Gillots Close, pedestrian safety and feasibility of crossing locations on Tithby Road and Chapel Lane. Work to secure meetings with Network Rail and East Midlands Rail was continuing to seek a solution to car parking and an accessible bridge and an update on LGR was expected in July.

Cllr M Baulcombe queried the co-ordination of the works to re-surface and complete the TRO works to Long Acre. Cllr Pearson confirmed that this was planned but that a check on progress with this would be requested.

Standing orders were suspended after item 10 at 8.04pm and were re-instated at 8.10pm to receive an update from County Councillor N Clarke. The minutes have been recorded in agenda order.

County Councillor N Clarke that his work to secure meetings regarding a footbridge at Bingham Station was continuing and regular conversations had been held with the East Midlands Mayor.

Councillor Baulcombe queried the update from the Borough Council confirming that officers at Nottinghamshire County Council has disengaged from further surveys and the work of the Car Park Strategy Group.

Councillor Clarke was in full agreement that work should continue and confirmed that he would engage with County Officers for an update.

Minutes of the Annual Meeting of Bingham Town Council
held on Tuesday 12 May 2026 at 7:00pm
in the Council Chamber at the Old Court House, Church Street, Bingham

8. MINUTES

RESOLVED: that the minutes of the meeting held on 17 March 2026 (Folios 10387 to 10389), having been circulated prior to the meeting, were taken as read, approved and were signed by the Mayor as an accurate record.

9. COMMITTEE MINUTES

(a) Community, Recreation & Amenities, 31 March 2026
The decisions of the committee were noted, and it was agreed to consider the confidential recommendation at item 30, confidential matters.

(b) Finance, Policy & Resources, 05 May 2026
It was agreed to consider the recommendation at item 17 on the minutes at item 30, confidential matters.
RESOLVED: that the recommendations of the committee be approved.

(c) Planning Committee, 31 March 2026
The decisions of the committee were noted.

(d) Planning committee 28 April 2026
The decisions of the committee were noted.

10. CO-OPTION

Three applications for the vacancy in the South East Ward were received. One applicant was in attendance and selected to speak to their application. Standing orders were suspended at 7.53pm to allow the applicant to speak directly with the Council. Standing orders were re-instated at 7.59pm.

Members considered the applications and a vote was taken for each applicant. 7 votes for Helen Brougham were received.

RESOLVED: that Helen Brougham be co-opted to the Town Councillor Vacancy in the South East Ward.

The Clerk confirmed that arrangements would be made for the signing of the declaration of acceptance of office.

Minutes of the Annual Meeting of Bingham Town Council
held on Tuesday 12 May 2026 at 7:00pm
in the Council Chamber at the Old Court House, Church Street, Bingham

11. INTERNAL AUDITOR'S REPORT

The Council noted that no matters arising or recommendations had been made by the internal auditor.

12. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (FOLIO 10411 to 10412)

(a) To consider the assertions in the Annual Governance Statement
RESOLVED: to answer yes to the assertions

(b) To approve the signing of the Annual Governance Statement
RESOLVED: to sign the Annual Governance Statement

(c) To review the Annual Accounting Statement
RESOLVED: to accept the Annual Accounting Statement

(d) To approve the signing of the Annual Accounting Statement
RESOLVED: to sign the Annual Accounting Statement

13. EXERCISE OF PUBLIC RIGHTS

The council noted the exercise of Public Rights and Publication of the Unaudited Annual Governance and Accountability return would commence on Wednesday 03 June 2026 and would conclude on Tuesday 14 July 2026.

14. COMMITTEE MEMBERSHIP

There were no alterations to the committee membership, and it was

RESOLVED: to confirm Councillors membership of committees as follows

Planning Committee
N Mees, T Wallace, E Georgiou, N Baulcombe, M Stockwood, A Shelton and W Stapleton

HR Committee
T Wallace, N Mees, G Williams, R Bird, P Walters, M Stockwood and F Purdue-Horan

Community, Recreation & Amenities Committee
G Williams, M Baulcombe, P Walters, N Jejna, A Shelton, W Stapleton and I Shouler

Finance, Policy and Resources Committee
R Bird, N Mees, T Wallace, E Georgiou, N Jejna, M Stockwood and F Purdue-Horan

Car Park Committee
M Baulcombe, N Mees, E Georgiou, M Stockwood, A Shelton, N Jejna and I Shouler

Wynhill Re-Development Committee
G Williams, R Bird, I Shouler, N Jejna, W Stapleton and F Purdue-Horan

The council noted the substitution process.

15. TERMS OF REFERENCE

The Council considered the terms of reference for the following committees and noted the continuation of the terms of reference with no alterations:

(a) Planning
(b) HR
(c) Community Recreation & Amenities
(d) Finance, Policy & Resources
(e) Car Park
(f) Wynhill Re-development

16. OUTSIDE BODIES OR AGENCIES

RESOLVED: that the following Councillors be appointed as representatives

	Named representative	Reserve representative
RBC Bingham Development Board	Mayor	Deputy Mayor
Police Priority Setting	Councillor W Stapleton	Councillor R Bird
Bingham Town Sports Committee	Councillor G Williams	Councillor W Stapleton
Bingham Friends of Linear Park	Councillor A Shelton	Councillor T Wallace
Bingham Town Twinning Association	Councillor G Williams	Councillor T Wallace
Radcliffe on Trent Trains Working Group	Councillor R Bird	Councillor G Williams
Armed Forces Covenant	Councillor G Williams & Councillor M Stockwood	
Rural Market Town Group	Councillor T Wallace	Councillor I Shouler
Bingham High Street Group	Councillor I Shouler	Councillor M Baulcombe
RBC Car Parking Strategy Group	Mayor & Chair of the Car Park Committee	Councillor N Mees
Belvoir Health Group Patient Participation Group	Councillor M Stockwood	Councillor N Jejna

17. COUNCILLOR TRAINING

The Council noted the available opportunities.

18. SUBSCRIPTIONS

RESOLVED: that the subscription list be approved.

19. BANK SIGNATORIES & BACS PAYMENTS

RESOLVED: that Councillors R Bird, G Williams, F Purdue-Horan, T Wallace and E Georgiou remain as signatories on the Council's bank accounts.

RESOLVED: to approve payments to be made by BACS.

20. REGULAR PAYMENTS, DIRECT DEBITS AND STANDING ORDERS

RESOLVED: that the list of regular payments and direct debits be approved.

21. LAND

RESOLVED: to accept the list of land and buildings owned or leased.

22. POLICIES

The Council reviewed 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
(g) Complaints
(h) Stress Management
(i) Staff Handbook
(j) Pensions Discretions
(k) Publication Scheme

RESOLVED: to re approve the policies.

23. INSURANCE COVER

RESOLVED: that the Council confirmed insurance cover is in place for their insurable risks.

The Council noted the 5 year contract ends in August 2028.

24. STANDING ORDERS

RESOLVED: to adopt the updated Model Standing Orders.

25. FINANCIAL REGULATIONS

RESOLVED: to adopt the Model Financial Regulations.

26. CODE OF CONDUCT

RESOLVED: to re-adopt the Code of Conduct.

27. MEETING CALENDAR

The council noted that a review of the Council's committee structure was to be considered in July 2026 and therefore the calendar may be subject to change.

RESOLVED: to approve the schedule of meetings for May 2026 to May 2027, noting the review and potential change to the calendar.

28. COUNCILLORS REPORTS

Councillor W Stapleton confirmed that he had attended the Police Priority Setting meeting held in May. Speeding and the increase in anti-social behaviour were noted as the priorities. Officers in attendance had updated that they would be visiting local business owners.

Councillor I Shouler confirmed that a meeting of the Bingham High Street Group was in the process of being arranged.

Councillor Wallace confirmed that a meeting with the Head of Toot Hill School had taken place and key updates including a decision regarding the changes to the school was expected in the coming weeks.

Councillor N Mees confirmed thanks to the Clerk and Staff for their work resulting in the internal audit result received.

29. CORRESPONDENCE

The Clerk confirmed recent contact with the neighbourhood police team regarding anti-social behaviour.

30. 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 Council meeting held on 17 March 2026

RESOLVED: to approve the notes as an accurate record.

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

  The notes were considered and it was to write a final letter to attempt recovery of the debt before proceeding to small claims court. A meeting with the debtor, Mayor and Deputy Mayor would be arranged if required.

  RESOLVED: to write a letter confirming the action to be taken to recover the debt.

Meeting Closed at 9.29 pm.

……CHAIRMAN

Date: ……

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

BINGHAM TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		*prepared its accounting statements in accordance with the Accounts and Audit Regulations.*
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		*made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.*
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		*has only done what it has the legal power to do and has complied with Proper Practices in doing so.*
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		*during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.*
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		*considered and documented the financial and other risks it faces and dealt with them properly.*
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		*arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.*
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		*responded to matters brought to its attention by internal and external audit.*
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		*disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.*
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A — *has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.*
			✓
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✓		*has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.*

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

12/05/2026.

and recorded as minute reference:

MINUTE REFERENCE 12b.

Signed by the Chair and Clerk of the meeting where approval was given:

Chair SIGNATURE REQUIRED

Clerk SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS www.bingham-tc.gov.uk

Section 2 – Accounting Statements 2025/26 for

BINGHAM TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures **must** agree to underlying financial records.*
1. Balances brought forward	428,123	499,856	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value **must** agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	403,529	437,032	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	26,984	37,726	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	196,701	180,414	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	162,080	197,621	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	499,856	596,579	*Total balances and reserves at the end of the year. **must** equal (1+2+3) - (4+5+6).*
8. Total value of cash and short term investments	493,714	586,393	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – **To agree with bank reconciliation.***
9. Total fixed assets plus long term investments and assets	1,827,765	1,840,413	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	✔		*For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.*

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

SIGNATURE REQUIRED

Date 12/05/2026.

I confirm that these Accounting Statements were approved by this authority on this date:

12/05/2026

as recorded in minute reference:

MINUTE REFERENCE 12d

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED