



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
www.bingham-tc.gov.uk

13th May, 2015.

**ANNUAL MEETING OF
BINGHAM TOWN COUNCIL TO BE HELD
ON TUESDAY, 19TH MAY, 2015, AT 7.00 P.M.**

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of Bingham Town Council to be held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 19th May, 2015**, at **7.00 p.m.**

The Agenda is set out overleaf.

Yours sincerely,

Mrs. L. Holland,
Clerk to the Council.



Twinned in friendship with Wallenfels, Bavaria, Germany



BINGHAM TOWN COUNCIL

ANNUAL MEETING OF BINGHAM TOWN COUNCIL TO BE HELD
ON TUESDAY, 19TH MAY, 2015, AT 7.00 P.M.

Prior to the commencement of the formal meeting, prayers will be said and the outgoing Mayor will give the Mayor's announcements and present a cheque to Maggie's Cancer Charity.

AGENDA

1. To elect a Town Mayor for the year 2015/2016 and the signing of the Declaration of Acceptance of Office.
2. To elect a Deputy Town Mayor for the Year 2015/2016 and the signing of the Declaration of Acceptance of Office.
3. Apologies for absence and acceptance.
4. Declarations of interest.
5. To appoint Committees of the Town Council (*list attached marked 'A'*).
6. To appoint representatives to outside bodies (*list attached marked 'B'*).
7. To approve and sign the Minutes of the Council meeting held on the 3rd March, 2015, (*Folio 7787*).
8. To receive and accept reports, and resolve to approve recommendations from the following meetings, (*Minutes enclosed*):-
 - (a) Planning Committee, 10th March, 2015, *Folio 7800*.
 - (b) Community Committee, 10th March, 2015, *Folio 7803*.
 - (c) Recreational & Cemetery Committee, 24th March, 2015, *Folio 7807*.
 - (d) Planning Committee, 7th April, 2015, *Folio 7817*.
 - (e) Environment Committee, 7th April, 2015, *Folio 7820*.
 - (f) Policy & Resources Committee, 14th April, 2015, *Folio 7826*.
 - (g) Planning Committee, 5th May, 2015, *Folio 7843*.
9. To approve Accounts 2014/2015 as follows:-
 - (a) Seek approval of accounts for submission to the External Auditor, along with supporting statements and Internal Audit Report
 - (b) Seek approval of Annual Governance Statement.
 - (c) Seek approval that the Mayor and Town Clerk be authorised to sign the Annual Return.
10. To receive any other Councillors' reports.
11. To confirm eligibility to enable the Council to use General Power of Competence.
12. Correspondence, including:-
 - 01 To consider entering Best Kept Village Competition

Continued...../



BINGHAM TOWN COUNCIL

**ANNUAL MEETING OF BINGHAM TOWN COUNCIL TO BE HELD
ON TUESDAY, 19TH MAY, 2015, AT 7.00 P.M.**

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

14. Confidential Business:-

To resolve that: "In view of the confidential nature of the business about to be transacted, the Press and Public will be excluded for the remainder of the meeting."

The following item will be discussed:-

01 STAFFING MATTERS

**2015 - 2016
BINGHAM TOWN COUNCIL**

COMMITTEE MEMBERSHIP

COMMITTEE MEMBERS 2015 - 2016

TOWN MAYOR	DEPUTY TOWN MAYOR

The Mayor and Deputy Mayor are members of all Committees and Working Groups

POLICY & RESOURCES COMMITTEE
The Mayor, Deputy Mayor and four Committee Chairmen (or Vice-Chairmen in their absence)

COMMUNITY	ENVIRONMENT	RECREATIONAL & CEMETERY	PLANNING
<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>4 Members + Town Mayor and Deputy Town Mayor</i>	<i>6 Members + Town Mayor and Deputy Town Mayor</i>
1.	1.	1.	1.
2.	2.	2.	2.
3.	3.	3.	3.
4.	4.	4.	4.
			5.
			6.

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES:

Bingham Twinning Association

The Mayor

And also:

Butt Field Sports Club Management Committee

Friends of Linear Park

Community Led Plan Representatives

Representative on Rushcliffe Strategic & Local Growth Board

Representative on Police Priority Setting Meetings

Positive Futures Representative

And any other deemed necessary.

Bingham Town Council
BALANCE SHEET
31/03/2015

<i>(Last) Year Ended</i> 31 Mar 2014		<i>(Current) Year Ended</i> 31 Mar 2015
£	LONG TERM ASSETS	£
0.00	Fixed Assets and Long term Investments	0.00
0.00	Long Term Debtors	0.00
	CURRENT ASSETS	
0.00	Stocks and stores	0.00
0.00	Work in progress	0.00
500.00	Debtors (Net of provision for doubtful debts)	2,498.35
159.00	Payments in advance	21.00
17,878.22	VAT Recoverable	1,498.80
0.00	Temporary lendings (investments)	0.00
243,825.76	Cash in hand	318,746.13
262,362.98	TOTAL ASSETS	322,764.28
	CURRENT LIABILITIES	
7,577.52	Creditors	9,569.49
0.00	Temporary borrowing	0.00
<u>254,785.46</u>	NET ASSETS	<u>313,194.79</u>
	Represented by:	
140,765.45	General fund Balance	162,482.11
	Reserves:	
0.00	Capital	0.00
114,020.01	Earmarked	150,712.68
0.00	Adjustments	0.00
<u>254,785.46</u>		<u>313,194.79</u>

The above statement represents fairly the financial position of the council as at 31 Mar 2015

Signed _____
Responsible Financial Officer

Date _____

Bingham Town Council
ADJUSTMENTS FOR THE YEAR ENDING 31/03/2015

<u>Outstanding bills received but NOT paid. (Creditors) - Increase Expenditure</u>		<u>Code</u>	
CUPS	NCC	Civic Expenses	237.20
SAUCERS	NCC	Civic Expenses	173.84
TEAPOTS	NCC	Civic Expenses	34.10
PLATES	NCC	Civic Expenses	229.50
TRAILER SECURITY ITEMS	FARMSTAR LTD	Depot Reserve	92.85
TRAILER	FARMSTAR LTD	Depot Reserve	3,100.00
TOWN FAIR ENTERTAINERS	ALLINGTON MORRIS DANCEF	Town Fair	80.00
NOTICEBOARD REPAIRS	MALCOLM LANE	Notice Boards	150.00
HOSE NOZZLE	RES TRACTORS	Equipment service & main	9.08
GRANT AID	ALLOTMENT ASSOCIATION	Grant Aid	900.00
MAINT EQUIP	HANDICENTRE	Equipment service & main	33.27
MAINTENANCE EQUIP ETC	HANDICENTRE	Equipment service & main	42.85
BINGHAM TOWN NEWS	PRINT QUARTER	Town news/leaflets	148.00
FUEL	MURCO	Fuel	140.13
KEYHOLDING SERVICES	GENER8 FINANCE LTD	Repairs/Maintenance	35.00
GRANT AID	THERA TRUST ALLSORTS GR	Grant Aid	230.00
GRANT AID	BARN OWL PROJECT	Grant Aid	80.00
MAYOR'S CHARITY	MAGGIE'S CANCER CHARITY	MAYOR'S CHARITY	952.67
Painting rear exterior OCH	JOHN OLIVER	Old Court House Reserve	940.00
SLIDE INSTALLATION	JOHN WALKER TIMBER PROC	Recreation Reserve	645.00
wheel clamp for trailer	FARMSTAR LTD	Depot Reserve	85.00
GRANT AID OUTSTANDING	COMMUNITY HEART BEAT TR	Grant Aid	1,000.00
			£9,338.49

<u>Payments made in advance - Decrease Expenditure</u>		<u>Code</u>	
T.E.N.	RBC	Town Fair	21.00
			£21.00

<u>Outstanding payments DUE TO the Council. (Debtors) - Increase Income</u>		<u>Code</u>	
ROOM HIRE	NOTTS YOUTH JUSTICE TEAM	Room hire	28.00
GRASS CUTTING	NCC	Grass Cutting	1,247.10
ROOM HIRE	NCC YOUTH JUSTICE TEAM 1	Room hire	18.00
ROOM HIRE	MIND RETAIL	Room hire	18.75
ROOM HIRE	NCC YOUTH JUSTICE TEAM 1	Room hire	15.00
FEES RE MEES	BINGHAM & DISTRICT	Memorials & Fees	540.00
ROOM HIRE	NCC YOUTH JUSTICE TEAM 1	Room hire	9.00
FEES	MR & MRS D. BRIGHT	Memorials & Fees	27.50
STONE MASON FEES RE BOYLE	E. HAWLEY	Memorials & Fees	40.00
FEES RE FISHPOOL 14.198	BINGHAM & DISTRICT	Memorials & Fees	540.00
ROOM HIRE	S.HULL	Room hire	15.00
			£2,498.35

<u>Received in Advance - Decrease Income</u>		<u>Code</u>	
STALL TOWN FAIR	STARKEY	Town Fair	30.00
STALL TOWN FAIR	HAMMOND PROPERTY SERVI	Town Fair	30.00
STALL TOWN FAIR	LUKE ELLIS	Town Fair	30.00
STALL TOWN FAIR	ZENA WEST	Town Fair	50.00
ROOM HIRE	RADCLIFFE-ON-TRENT	Room hire	38.00
ROOM HIRE	BLADES INSOLVENCY	Room hire	53.00
			£231.00

Bingham Town Council
Year End Working Document
Year ending 31/03/2015

Last Year <u>InclExp</u>	<u>Income</u>	A	B	C	A - B + C
		<u>Receipts</u>	<u>Last Years</u>	<u>This Years</u>	<u>Income</u>
6,057.87	PROMOTIONS	4,601.00	-1,870.00	-140.00	6,331.00
5,799.60	RECREATION	4,806.83	500.00	0.00	4,306.83
1,141.00	ALLOTMENTS	1,906.39	0.00	0.00	1,906.39
7,766.00	CEMETERY	10,923.00	0.00	1,147.50	12,070.50
24,768.41	FINANCE	19,456.67	0.00	0.00	19,456.67
13,997.11	OLD COURT HOUSE	16,473.62	-590.00	12.75	17,076.37
230,615.00	PRECEPT	234,859.00	0.00	0.00	234,859.00
1,741.07	MAYOR'S CHARITY	952.67	0.00	0.00	952.67
1,247.10	DEPOT	111.02	0.00	1,247.10	1,358.12
1,950.00	COMMUNITY	9.11	0.00	0.00	9.11
		<u>294,099.31</u>	<u>-1,960.00</u>	<u>2,267.35</u>	<u>298,326.66</u>

Last Year <u>InclExp</u>	<u>Expense</u>	<u>Payments</u>	<u>Adjustments</u>		<u>Expense</u>
			<u>Last Years</u>	<u>This Years</u>	
1,741.07	MAYOR'S CHARITY	1,158.07	1,158.07	952.67	952.67
2,310.00	COMMUNITY	400.00	0.00	150.00	550.00
22,756.57	PROMOTIONS	19,261.65	-59.00	207.00	19,527.65
15,950.78	RECREATION	25,470.86	569.23	0.00	24,901.63
772.24	ALLOTMENTS	765.92	0.00	0.00	765.92
3,313.43	CEMETERY	4,740.24	18.30	0.00	4,721.94
4,853.14	ENVIRONMENT	4,301.65	0.00	0.00	4,301.65
54,633.13	DEPOT	58,883.81	63.43	225.33	59,045.71
87,210.18	FINANCE	85,956.27	0.00	2,884.64	88,840.91
24,889.17	OLD COURT HOUSE	32,967.41	63.49	35.00	32,938.92
9,902.00	RESERVES	1,652.48	3,145.00	4,862.85	3,370.33
		<u>235,558.36</u>	<u>4,958.52</u>	<u>9,317.49</u>	<u>239,917.33</u>

Bingham Town Council
Income & Expenditure Account
01/04/2014 to 31/03/2015

(Last) Year Ended 31 Mar 2014		(Current) Year Ended 31 Mar 2015
	<u>Income</u>	
6,057.87	PROMOTIONS	6,331.00
5,799.60	RECREATION	4,306.83
1,141.00	ALLOTMENTS	1,906.39
7,766.00	CEMETERY	12,070.50
24,768.41	FINANCE	19,456.67
13,997.11	OLD COURT HOUSE	17,076.37
230,615.00	PRECEPT	234,859.00
1,741.07	MAYOR'S CHARITY	952.67
1,247.10	DEPOT	1,358.12
1,950.00	COMMUNITY	9.11
<u>£295,083.16</u>		<u>£298,326.66</u>
	<u>Expense</u>	
1,741.07	MAYOR'S CHARITY	952.67
2,310.00	COMMUNITY	550.00
22,756.57	PROMOTIONS	19,527.65
15,950.78	RECREATION	24,901.63
772.24	ALLOTMENTS	765.92
3,313.43	CEMETERY	4,721.94
4,853.14	ENVIRONMENT	4,301.65
54,633.13	DEPOT	59,045.71
87,210.18	FINANCE	88,840.91
24,889.17	OLD COURT HOUSE	32,938.92
9,902.00	RESERVES	3,370.33
<u>£228,331.71</u>		<u>£239,917.33</u>
	<u>General Fund</u>	
114,719.00	Balance at 01 Apr 2014	140,765.45
295,083.16	ADD Total Income	298,326.66
<u>409,802.16</u>		<u>439,092.11</u>
228,331.71	DEDUCT Total Expenditure	239,917.33
<u>181,470.45</u>		<u>199,174.78</u>
40,705.00	Transfer to/from Reserves	36,692.67
<u>£140,765.45</u>	Balance at 31 Mar 2015	<u>£162,482.11</u>

Transfers:

General Fund to Earmarked Reserve £36,692.67

5 May 2015 (2014/2015)

Bingham Town Council
ANNUAL RETURN - Section 1 : Statement of Accounts

Accounts for Year from 01/04/2014 to 31/03/2015

This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on an INCOME and EXPENDITURE basis.

Box No.	Description	Last Year £	This Year £
1	Balances brought fwd	188,034.01	254,785.46
2	Annual precept	230,615.00	234,859.00
3	Total other receipts	64,468.16	63,467.66
4	Staff Costs	119,355.68	124,205.45
5	Loan interest/capital repayments	0.00	0.00
6	Total other payments	108,976.03	115,711.88
7	Balances carried forward	254,785.46	313,194.79
8	Total Cash and Short Term Investments	243,825.76	318,746.13
9	Total Fixed Assets and Long Term Investments	0.00	0.00
10	Total Borrowings	0.00	0.00

BINGHAM TOWN COUNCIL SUMMARY MAR 2015 YEAR END FIGURES

REPORT A cont.

	BAL B.FWD		Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Budget	Actual	Variance to budget	
Community	15	9.11	-5.89	1265	900	365		359.11	
Promotion	5,200.00	6,331.00	1,131.00	22,500.00	19,527.65	2,972.35		4,103.35	
Recreation	4,187.00	4,306.83	119.83	31,556.00	37,282.63	-5,726.63		-5,606.80	
Allotment	1,000.00	1,906.39	906.39	1,360.00	765.92	594.08		1,500.47	
Cemetery	5000	12,070.50	7,070.50	4,350.00	4,721.94	-371.94		6,698.56	
Environment	0.00	0.00	0.00	7,090.00	4,801.65	2,288.35		2,288.35	
Depot	1350	1,358.12	8.12	70,500.00	64,645.71	5,854.29		5,862.41	
Finance	19,460.00	19,456.67	-3.33	116,600.00	111,340.91	5,259.09		5,255.76	
OCH	10,400.00	17,076.37	6,676.37	26,250.00	33,938.92	-7,688.92		-1,012.55	
TOTALS	46,612.00	62,514.99	15,902.99	281,471.00	277,925.33	3,545.67		19,448.66	

Precept	234,859.00	234,859.00	0.00	0.00	0.00	0.00		0.00
Mayors Charity	0	952.67	0	0	952.67	-952.67		0.00

	Receipts		Variance to budget	Payments		Net Variance
	Budget	Actual		Budget	Actual	
Risk Management	6,000.00	2,500.00	0	0.00	0	8,500.00
OCH Capital	3,420.00	1,000.00	0	0.00	940	3,480.00
Depot	22,892.82	5,600.00	0	0.00	4698.33	23,794.49
Allotment	0.00	0.00	0	0.00	0	0.00
Environment	1,000.00	500.00	0	0.00	0.00	1,500.00
General Reserve	140765.44	0.00	0	0.00	-2268.00	143,033.44
Promotion	0.00	0.00	0	0.00	0	0.00
Recreation	17,288.48	12,381.00	0	0.00	0.00	29,669.48
Cemetery	0.00	0.00	0	0.00	0.00	0.00
Community Capital	2,000.00	350.00	0	0.00	0	2,350.00
Property Land	61,418.71	20,000.00	0	0.00	0.00	81,418.71
Capital Total	254,785.45	42,331.00	0.00	0.00	3,370.33	293,746.12

GRAND TOTAL	254,785.45	88,943.00	105,798.66	281,471.00	282,248.33	-777.33	313,194.78
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summary

INCLUDES ACCRUALS FROM 2013/2014 & 2014/2015

Mar-15
YEAR END FIGURES

REPORT A

Net Variance column

Positive figs. = underspends

Negative figs. = overspends

Community	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
1 CCTV Maintenance	0.00	0.00	0.00	700.00	400.00	300.00	300.00
2 Notice Boards	0.00	0.00	0.00	200.00	150	50.00	50.00
3 Town Map	15.00	9.11	-5.89	15.00	0.00	15.00	9.11
4 Trs. To Com. Reserve	0.00	0.00	0.00	350.00	350.00	0.00	0.00
Community	15.00	9.11	-5.89	1,265.00	900.00	365.00	359.11

Promotions	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
5 Town Fair	4,000.00	2,730.00	-1,270	7,000.00	5,664.68	1,335.32	65.32
6 Christmas Fair	1,200.00	1,801.00	601	2,750.00	3,555.47	-805.47	-204.47
7 Christmas Lights	0.00	0.00	0	6,500.00	5,815.50	684.50	684.50
8 Other Promotions	0.00	0	0	1,000.00	228	772.00	772.00
9 Web Site	0.00	0	0	1,500.00	1,200	300.00	300.00
10 Town News/leaflets	0.00	0	0	2,000.00	1,876	1,24.00	124.00
86 Market Celebrations	0.00	1,800.00	1,800	1,500.00	1,188	312.00	2,112.00
87 WW1 Commerations	0.00	0	0	250.00	0	250.00	250.00
11 Town Guide/Promotions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Promotions	5,200.00	6,331.00	1,131.00	22,500.00	19,527.65	2,972.35	4,103.35

Recreation	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
12 Play Area/Open Spaces	0.00	28.65	28.65	4,500.00	9156.63	-4656.63	-4,627.98
84 Tree/Shrubbery Maint.	0.00	0	0	2,500.00	3665	-1165.00	-1,165.00
14 Rent	1,000.00	1,000.00	0	175.00	175	0.00	0.00
15 Sports Pitch Maintenanc	3,067.00	3,067.00	0	12,000.00	11,905	95.00	95.00
16 Wayleaves	120.00	211.18	91.18	0.00	0.00	0.00	91.18
P3	0.00	0	0	0.00	0.00	0.00	0.00
Trs. To Recreation Reserve	0.00	0	0	12,381.00	12,381	0.00	0.00
Recreation	4,187.00	4,306.83	119.83	31,556.00	37,282.63	-5,726.63	-5,606.80

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 31ST MAR 2015 YEAR END FIGURES

Allotments	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
17 Allotment Rents	1,000.00	1,906.39	906.39	381.00	-21.00 885.39
18 Water Charges	0.00	0	0	263.06	236.94 236.94
19 Maintenance	0.00	0	0	121.86	378.14 378.14
Allotments	1,000.00	1,906.39	906.39	765.92	594.08
			1,360.00	1,500.47	1,500.47

Cemetery	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
20 Rates	0.00	0	600.00	576.98	23.02 23.02
21 Water/drainage	0.00	0	250.00	240.54	9.46 9.46
22 Grave Digging	0.00	0.00	1,500.00	2,090.00	-590.00 -590.00
23 Electricity	0.00	0	500.00	17.63	482.37 482.37
24 Maintenance	0.00	0.00	500.00	879.79	-379.79 -379.79
25 Memorials & Fees	5,000.00	12,070.50	7070.5	917	83.00 7,153.50
Cemetery	5000.00	12070.50	7070.50	4721.94	-371.94
			4350.00	6698.56	6698.56

Environment	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
26 General Maintenance	0.00	0	640.00	2.45	637.55 637.55
27 Town Floral Displays	0.00	0	5,500.00	4299.2	1200.80 1,200.80
28 Litter & Dog Bins	0.00	0	450.00	0.00	450.00 450.00
Trans to Environ. Reserve	0.00	0	500.00	500.00	0.00 0.00
Environment	0.00	0.00	0.00	4,801.65	2288.35
			7,090.00	2,288.35	2,288.35

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 31ST MAR 2015 YEAR END FIGURES

Depot	Receipts		Payments		Actual	Variance to budget	Net Variance
	Budget	Actual	Variance to budget	Budget			
Equipment service etc	0.00	0.00	0	4,000.00	5,034.40	-1034.40	-1,034.40
Depot Maintenance	0.00		0	400.00	667.17	-267.17	-267.17
Mobile phones	0.00		0	250.00	120.00	130.00	130.00
Alarm	0.00	34.82	34.82	300.00	146.86	153.14	187.96
Hand tools & equipment	0.00	76.20	76.2	100.00	125.09	-25.09	51.11
Clothing	0.00		0	400.00	259.72	140.28	140.28
Wages	0.00		0	54,450.00	48205.89	6244.11	6,244.11
Vehicle Tax/Insurance	0.00		0	1,500.00	1674.83	-174.83	-174.83
Fuel	0.00		0	3,500.00	2811.75	688.25	688.25
Trans to Depot Res.	0.00		0	5,600.00	5600	0.00	0.00
Grass Cutting	1,350.00	1,247.10	-102.9	0.00	0.00	0.00	-102.90
Depot	1,350.00	1,358.12	8.12	70,500.00	64,645.71	5854.29	5,862.41

Finance	Receipts		Payments		Actual	Variance to budget	Net Variance
	Budget	Actual	Variance to budget	Budget			
Salaries inc Ers cost	0.00		0	72,000.00	70,378.54	1621.46	1,621.46
Audit	0.00		0	2,000.00	919.93	1080.07	1,080.07
Office Expenses	0.00	100.69	100.69	5,500.00	4,578.01	921.99	1,022.68
Subscriptions/training	0.00		0	5,000.00	2,384.36	2615.64	2,615.64
Travel/mileage	0.00		0	400.00	0.00	400.00	400.00
Civic Expenses	0.00	20.00	20	2,500.00	1,479.31	1020.69	1,040.69
Insurance	0.00		0	2,000.00	1,938.00	62.00	62.00
Advertising	0.00		0	700.00	0.00	700.00	700.00
Grant Aid	0.00		0	4,000.00	7,162.76	-3162.76	-3,162.76
Trans to Prop & Land Res	0.00		0	20,000.00	20,000.00	0.00	0.00
Trans to Risk Mgmt Res	0.00		0	2,500.00	2,500.00	0.00	0.00
Elections	0.00		0	0.00	0.00	0.00	0.00
RBC Transitional Relief	18,960.00	18,960.00	0	0.00	0.00	0.00	0.00
Investment Inc	500.00	375.98	-124.02	0.00	0.00	0.00	-124.02
Finance	19,460.00	19,456.67	-3.33	116,600.00	111,340.91	5,259.09	5,255.76

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 31ST MAR 2015 YEAR END FIGURES

	76	Receipts		0	Payments		0.00	0.00	0.00	Net Variance
		Budget	Actual		Budget	Actual				
Precept	234,859.00	234,859.00		0	0.00	0.00				
Old Court House										
Caretakers wages	53	0.00		0	5,600.00	5,621.02			-21.02	-21.02
Insurance	54	0.00		0	1,000.00	969			31.00	31.00
Water rates	55	0.00		0	750.00	908.38			-158.38	-158.38
Non domestic rates	56	0.00		0	6,000.00	5,652.00			348.00	348.00
Gas/Elec	57	0.00		0	6,000.00	5,275.93			724.07	724.07
Repairs & Maint	58	0.00	19.99	19.99	5,500.00	14,362.59			-8862.59	-8,842.60
Equipment	59	0.00		0	400.00	0.00			400.00	400.00
Trans to OCH Res	60	0.00		0	1,000.00	1,000.00			0.00	0.00
Civil ceremony	61	150.00	740.00	590	0.00	150.00			-150.00	440.00
Tenants rents	62	8,500.00	11,707.38	3207.38	0.00	0.00			0.00	3,207.38
Room hire	63	1,750.00	4,609.00	2859	0.00	0.00			0.00	2,859.00
Old Court House		10,400.00	17,076.37	6,676.37	26,250.00	33,938.92			-7,688.92	-1,012.55
Check to Precept submitted		46,612.00	62,514.99	15,902.99	281,471.00	277,925.33			3545.67	19,448.66
					234,859.00					

Miscell Mayors Charity 81 952.67 0.00 0.00 952.67 -952.67 0.00

BINGHAM TOWN COUNCIL
Supporting Statement Year Ending 31 March 2015

Internal Controls

Two Members of the Council are required to authorise all payments. Two members of the Council's staff undertake day to day control of the accounts to ensure no one person has control. The Council has appointed an Internal Auditor, David Slight ; his duties are to report to the council twice yearly to assist the Council in fulfilling its responsibility for the prevention and detection of fraud, errors and mistakes.

Assets

a.	During the year the following assets were purchased:	Cost £
	Computers	0 0
b.	The following assets are held at 31 March 2015	Value £
	Mayoral Chain	3,461
	Community Assets	
	Wynhill Playing Field	6,200
	Strip of land on A46/Nottingham Road Boundary	1
	Amenity area Copeland/Milburn Grove	1
	Open/Amenity area Wychwood Road	1
	Linear Park Walk	10
	Two Spinneys by Tythby old railway bridge	1
	Carnarvon Playing Field	4,370
	Allotment Gardens Moor Lane	1,000
	Open Space at Langtry Gardens	1
	Butt Field playing fields	3,000
	Bingham Cemetery	1
	Amenity area Meadowsweet Hill/Nottingham Road	1
	Wallenfels Play Area	1
	Buildings	
	Old Court House and garages	734234
	Town Pavilion and Car Park	150,000
	Garages and Cemetery Lodge	11214
	Butt Field Sports Pavilion from May 09	750,000
	Vehicles and Equipment	
	Grounds Maintenance equipment	4,569
	Renault Traffic vehicle	0
	Play equipment and seating	134,962
	Pavilion furniture and fittings	5,549
	Office equipment	67,598
	Christmas Decorations	1,250
	CCTV	27,244
	TOTAL	<u>1,904,669</u>

BINGHAM TOWN COUNCIL
Supporting Statement Year Ending 31 March 2015

continued

Outstanding Debtors/Creditors/Payments In Advance & Pre-payments

All as per printouts attached

Reserves

Movements on the Reserves (excluding General Reserve)

	£
Opening Balance	114,020
Revenue contributions to capital reserves	42,331
<i>less</i>	
Expenditure	5,638
Balance at 31 March 2015	<u>150,713</u>

Capital Commitments

None

Advertising and Publicity

The following costs for advertising and publicity were incurred during the year:

	£
Town News & Annual Report	1,876
	<u>1,876</u>

Tenancies

During the year the following rental agreements were operative:

All at the Old Court House

Tenant	Accommodation	Rent £ p.a.
Notts County Council	Registrars Office (Non repairing)	1,547
Thompsons Solicitors	Office (Non repairing)	5,250
PP Design	Office (Non repairing)	2,450
Police	Office (Non repairing)	2,491

BINGHAM TOWN COUNCIL
Supporting Statement Year Ending 31 March 2015

continued

Leases

At the year end, the following recreational leases were in operation:

	Purpose	£ p.a.	Expires
Receipts			
Bingham Town Council	Lease to BRUFC re Town Pavilion	500	2029
Bingham Town Council	Butt Field Sports Ground	500	2038
Payments			
Rushcliffe Borough Council	Hill Drive Allotments	352	By 1 years notice
Diocese of Southwell	Crow Close playing field	175	2018

Grant Aid

The Council has a budget of £4,000 for grant aid and payments were made as follows:

Payee	Nature of Payment	£
Friends of Linear Park	Grant Aid	197
Bingham Rugby Union FC	Grant Aid	300
Butt Field Sports Club	Grant Aid	300
Hill Drive Allotments Association	Grant Aid	1000 *
Bingham Twinning Association	Grant Aid	250
PCC of St. Mary & All Saints Church	Grant Aid	1,965
Bingham Neighbourhood Watch	Grant Aid	200
Bingham Community Led Plan	Grant Aid	641
Vale First Responders	Grant Aid	1,000
Thera Allsorts Group	Grant Aid	230
Barn Owl Project	Grant Aid	80
Community Heart Beat Trust	Grant Aid	1,000
		<u>7,163</u>

* only £100 paid over at end of year

Pensions

NOTTS. COUNTY COUNCIL PENSION FUND

For the year of account the council's contributions equal 14.7% of employees' pensionable pay.
plus an annual payment of £2,670.

(Approved by the Actuaries to the Pensions Fund)

Signed.....
Responsible Financial Officer

3 Fernbeck Cottages, Tippings Lane, Farnsfield, Newark NG22 8EP

Bingham Town Council
The Old Court House
Church Street
Bingham
Nottingham
NG13 8AL

06 May 2015

Dear Councillors

Annual internal audit for the year ended 31 March 2015

I have carried out the internal audit of your accounts for the year ending 31 March 2015 in accordance with the guidelines laid down in the updated Practitioner's Guide (England) 2014 to Governance and Accountability for Local Councils and specifically I followed the schedule set out in Appendix 9 "An approach to internal audit testing" and in Appendix 11 "Safeguarding public money".

Since I have now been auditing the Council's accounts for a number of years, and again in accordance with best practice, I have this year subjected the accounts to a particularly rigorous examination.

I can confirm that proper books of account have been kept throughout the year and that I checked a statistically significant sample of receipts and payments and all were supported by invoices, expenditure had been approved by Council and that Value Added Tax had been accounted for correctly and had been repaid to the Council.

In addition I checked the salaries paid to the Council's employees and can confirm that all were in accordance with Council's approval, that PAYE had been correctly applied as had payments to the Local Government Pension Scheme.

I checked that the information given to you by the Clerk to help you set the precept for 2015/2016 was relevant and accurate and that the current level of reserves is adequate.

In addition I carried out a specific audit of payments, including salaries, made electronically and not by cheque to ensure that the Council is following the guidance set out in the latest appendix 11 to the Practitioner's Guide entitled "Safeguarding public money" which was issued because the Government has repealed Section 150(5) of the Local Government Act 1972 requiring that every cheque or other order for payment be signed by two members of council. I can confirm that the processes in place are working as they should.

I am pleased to report that there are no matters arising from the audit which need to be brought to your attention and which would have prevented me from signing off Section 4 of the Annual Return with a clean bill of health. The year-end financial statements are accurate and the accounts themselves and the controls in place are sound and robust and the administration of the Council's affairs is first class.

Yours sincerely

David G C Slight

ADVICE NOTE: The Localism Act 2011: The General Power of Competence

Section 1 of the Localism Act 2011 provides for a new General Power of Competence for councils in England. The General Power replaces the Power of Well-being provided under section 2 of the Local Government Act 2000.¹ The General Power is available to parish and town councils which meet conditions of eligibility for the exercise of the power as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.²

The General Power

Section 1 of the Act says that a local authority has power to do anything that individuals generally may do (s 1(1)).

A 'local authority' includes principal councils in England and 'eligible parish councils' (see 'Eligibility' below), but not local authorities in Wales.

An 'individual' means an individual with full capacity, i.e. a sane adult (s 1(3)).

The power includes the power to do an act anywhere in the United Kingdom or elsewhere; and the power to do it for a commercial purpose or otherwise for a charge, or without charge; and the power to do it for, or otherwise than for, the benefit of the authority, its area or persons resident or present in its area (s 1(4)).

It is not limited by the existence of any other power of the authority which (to any extent) overlaps the general power (s 1(5)), nor is any such other power limited by the existence of the general power (s 1(6)).

But there are boundaries to the general power (set out in section 2), and limits on charging (s 3), and on doing things for a commercial purpose (s 4).

If your council is planning to use the general power, you will need to familiarise yourself with sections 1 to 8 of the Act and any secondary legislation which may apply.

Eligibility

¹ Schedule 1 to the Localism Act 2011 repeals and replaces the Power of Well-being in England and came into force on 4 April 2012. However, under transitional provisions set out in SI 2012/1008, a council which was eligible to use the Power of Well-being on 4 April 2012 may continue to use the Power of Well-being until the end of the day of its next annual meeting in a year of ordinary elections (and after that day it may do so for the purpose of completing any activity which it has undertaken in the exercise of the Power of Well-being, but not completed before the day of the meeting). If a council ceases to meet the Power of Well-being eligibility criteria before the date of its next annual meeting in a year of ordinary elections, the transitional arrangements in SI 2008/3095 apply, and the council will only have the power to complete any activity which it has undertaken in the exercise of the Power of Well-being, but not yet completed. Forward-thinking councils will take steps now to ensure that they meet the eligibility criteria for the General Power of Competence as soon as they can.

The Power of Well-being provisions remain in force for community councils in Wales (see section 126 of the Local Government (Wales) Measure 2011, which amends the LGA 2000 Power of Well-being provisions).

² SI 2012/965

ADVICE NOTE: The Localism Act 2011: The General Power of Competence

To qualify as an "eligible parish council", a parish council in England must meet conditions prescribed by the Secretary of State in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. This Order says that, to be eligible to use the General Power of Competence, parish councils must meet the following conditions:

1. The council has resolved at a meeting of the council and each subsequent relevant annual meeting that it meets the conditions in paragraph 2 below.

2.- (1) At the time a resolution under paragraph 1 is passed—

(a) the number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council;³

(b) the clerk to the parish council holds—

(i) the Certificate in Local Council Administration;

(ii) the Certificate of Higher Education in Local Policy;

(iii) the Certificate of Higher Education in Local Council Administration; or

(iv) the first level of the foundation degree in Community Engagement and Governance awarded by the University of Gloucestershire or its successor qualifications; and

(c) the clerk to the parish council has completed the relevant training, unless such training was required for the purpose of obtaining a certificate of a description mentioned in paragraph (b).

(2) For the purposes of this paragraph "relevant training" means training—

(a) in the exercise of the general power;

(b) provided in accordance with the national training strategy for parish councils adopted by the National Association of Local Councils and Commission for Rural Communities, as revised from time to time.⁴

If a parish council resolves that that it meets the prescribed conditions, it shall be an eligible parish council for the duration of the eligibility period, ie it shall be eligible to use the General Power from the time that the resolution is passed until the day of the next annual meeting of that parish council (held after the resolution is passed) that takes place in a year of ordinary elections (the 'relevant annual meeting').

If, at the relevant annual meeting, the parish council does not pass a (further) resolution that it meets these eligibility criteria, it ceases to be an eligible parish council, but a transitional provision specifies that the council shall continue to be an eligible parish council for the purpose of completing any activity undertaken in the exercise of the general power but not completed before of the day of that meeting.

³ "Elected" councillors includes councillors who were elected unopposed. Councillors who were co-opted or appointed as councillors are not included, however, as they have not stood for election.

⁴ Clerks who already hold CILCA and received their training in the power of well-being rather than in the new General Power of Competence must complete the new CILCA section 7 module and sit the assessment to meet this condition.

SLCC

Society of Local Council Clerks

Professional Supportive Innovative

ADVICE NOTE: The Localism Act 2011: The General Power of Competence

The resolution that the council meets the prescribed conditions cannot be delegated to a committee or sub-committee.