



BINGHAM TOWN COUNCIL

*The Old Court House
Church Street
Bingham
Nottingham
NG13 8AL
Telephone: 01949 831445
Fax: 01949 831446
Email: info@bingham-tc.gov.uk
www.bingham-tc.gov.uk*

To: Councillor - G. Davidson - Chairman
" J. Eagles
" A. Harvey
" Mrs. S. Hull
" Mrs. T. Kerry
" J. Stockwood

and all other Councillors for information only.

14th August, 2013.

Dear Councillor,

You are hereby summoned to attend a meeting of the **Policy & Resources Committee** of the Bingham Town Council to be held in the **Council Chamber** at **The Old Court House, Church Street, Bingham**, on **Tuesday, 20th August, 2013**, at **7.00 p.m.**

Yours sincerely,

L Holland

Mrs. L. Holland,
Clerk to the Council.



BINGHAM TOWN COUNCIL

Meeting of the Policy & Resources Committee of the Bingham Town Council to be held in the Council Chamber at The Old Court House, Church Street, Bingham, on Tuesday, 20th August, 2013, at 7.00 p.m.

AGENDA

1. Apologies for Absence and Acceptance.
2. Declarations of Interest.
3. To approve and sign the Minutes of the meeting held on the 20th August, 2013, (previously circulated), including:-
 - 01 Matters Arising (Including action points).
4. Budget Report 'A' up to 31.07.13. (Attached).
5. Accounts for Payment - Report 'B'. (To be tabled).
6. Accounts Paid - Report 'C'. (Attached).
7. Bankline payments. (Attached).
8. Referrals from other Committees:-
 - 01 Community Committee
 - (a) To approve recommendation to purchase new C.C.T.V. recorder and grant funding of £1,950.00 secured through Rushcliffe Community Safety Locality Fund.
 - (b) Acceptance of quotation for installation, removal etc. of Christmas lights and to consider a three year long term agreement.
 - 02 Recreational & Cemetery Committee
 - (a) To consider request for additional funding in order for all risks highlighted on recent tree survey to be undertaken.
9. Update on Constitution & Committee Structure Working Group meeting, including risk management strategy.
10. To consider insurance renewal and long term agreement.
11. Grant Aid, including:-
 - 01 Priority Setting Group – Request for free use of room for meetings.
12. To consider grounds maintenance of land linking Rowan Close with Long Acre East.
13. To consider response from B.R.E.A.D. in relation to their grant application and make recommendation to Full Council, noting letters from residents.
14. Update from Mayor re, chain of office repair and refurbishment.
15. To consider any correspondence received, including:-
 - 01 Letter from Labour Party in relation to reports at Full Council from Borough Council members.
16. 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 item will be discussed:-

STAFFING MATTERS

Meeting of the **Policy & Resources Committee** of the Bingham Town Council to be held in the Council Chamber at The Old Court House, Church Street, Bingham, on Tuesday, 20th August, 2013, at 7.00 p.m.

ACTION POINTS

AGENDA ITEM	DETAILS	ACTION TO BE TAKEN
Folio 6578 9.03	Review of Booking Policy	Agenda item for future meeting.
	Annual Inspection of sports facilities.	2013 Butt Field & Town Pavilion inspections completed
	Tenants' rent review	Agenda item for future meeting.
	Town Pavilion	Review of lease and rent review.
6774	Risk Management Review	On-going.
6775	Constitution and Committee Structure Review.	On-going.

BINGHAM TOWN COUNCIL SUMMARY JULY 2013

REPORT A cont.

BAL B.FWD		Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Community		15	0	-15	1265	0	1265	1250
Promotion		5,000.00	3,552.35	-1,447.65	23,000.00	6,932.40	16,067.60	14,619.95
Recreation		4,187.00	1,691.36	-2,495.64	25,175.00	7,885.95	17,289.05	14,793.41
Allotment		1,000.00	1,095.00	95.00	1,375.00	375.00	1,000.00	1,095.00
Cemetery		5000	1,190.00	-3,810.00	4,280.00	700.65	3,579.35	-230.65
Environment		0.00	0.00	0.00	7,090.00	4,242.20	2,847.80	2,847.80
Depot		1350	0.00	-1,350.00	70,500.00	14,769.26	55,730.74	54,380.74
Finance		23,068.00	18.77	-23,049.23	122,100.00	31,225.85	90,874.15	67,824.92
OCH		10,400.00	6,788.75	-3,611.25	25,850.00	7,998.16	17,851.84	14,240.59
TOTALS		50,020.00	14,336.23	-35,683.77	280,635.00	74,129.47	206,505.53	170,821.76

Precept		230,615.00	126,591.50	-104,023.50	0.00	0.00	0.00	-104,023.50
Mayors Charity		0	0.00	0	0	0.00	0.00	0.00

Reserves		Receipts			Payments			
		Budget	Actual	Variance	Budget	Actual	Variance	
Risk Management	3,500.00	2,500.00	0.00	-2500	0.00	0	0	3,500.00
OCH Capital	3,300.00	2,000.00	0.00	-2000	0.00	0	0	3,300.00
Depot	16,892.82	6,000.00	0.00	-6000	0.00	0	0	16,892.82
Allotment	0.00	0.00	0.00	0	0.00	0	0	0.00
Environment	500.00	500.00	0.00	-500	0.00	0.00	0	500.00
General Reserve	114718.99	0.00	0.00	0	0.00	-75.00	75	114,793.99
Promotion	0.00	0.00	0.00	0	0.00	0	0	0.00
Recreation	11,288.48	6,000.00	0.00	-6000	0.00	-645.00	645	11,933.48
Cemetery	0.00	0.00	0.00	0	0.00	0.00	0	0.00
Community Capital	1,500.00	500.00	0.00	-500	0.00	0	0	1,500.00
Property.Land	36,333.71	23,000.00	0.00	-23000	0.00	-2,085.00	2085	38,418.71
Capital Total	188,034.00	40,500.00	0.00	-40,500.00	0.00	-2,805.00	2,805.00	190,839.00

GRAND TOTAL	188,034.00	90,520.00	14,336.23	-76,183.77	280,635.00	71,324.47	209,310.53	361,660.76
--------------------	-------------------	------------------	------------------	-------------------	-------------------	------------------	-------------------	-------------------

summary

BINGHAM TOWN COUNCIL
BUDGET MONITORING
31st JULY 2013

INCLUDES ACCRUALS FROM 2012/2013

Jul-13

REPORT A

Net Variance column

Positive figs. = underspends

Negative figs. = overspends

Community	BAL B.FWD	Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
CCTV Mainter	1	0.00		0.00	700.00		700.00	700.00
Notice Board:	2	0.00		0.00	50.00		50.00	50.00
Town Map	3	15.00		-15.00	15.00		15.00	0.00
Trs. To Com.	4	0.00		0.00	500.00		500.00	500.00
Community		15.00	0.00	-15.00	1,265.00	0.00	1265.00	1,250.00

Promotions		Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Town Fair	5	4,000.00	3,552.35	-447.65	7,000.00	5,733.40	1266.60	818.95
Christmas Fal	6	1,000.00		-1000	2,500.00	21	2479.00	1,479.00
Christmas Ligt	7	0.00		0	6,500.00		6500.00	6,500.00
Other Promot	8	0.00		0	2,000.00	16	1984.00	1,984.00
Web Site	9	0.00		0	1,500.00	90	1410.00	1,410.00
Town News/lr	10	0.00		0	2,000.00	1022	978.00	978.00
Town Guide/l	11	0.00		0.00	1,500.00	50.00	1450.00	1,450.00
Promotions		5,000.00	3,552.35	-1,447.65	23,000.00	6,932.40	16067.60	14,619.95

Recreation		Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Play Area/Op	12	0.00		0	4,500.00	434.79	4065.21	4,065.21
Tree/Shrubbe	84	0.00			2,500.00	450	2050.00	2,050.00
Rent	14	1,000.00		-1000	175.00	6.16	168.84	-831.16
Sports Pitch A	15	3,067.00	1,533.50	-1533.5	12,000.00	6995	5005.00	3,471.50
Wayleaves	16	120.00	157.86	37.86	0.00		0.00	37.86
P3	77	0.00		0	0.00		0.00	0.00
Trs. To Recreation Reserve		0.00		0	6,000.00		6000.00	6,000.00
Recreation		4,187.00	1,691.36	-2,495.64	25,175.00	7,885.95	17289.05	14,793.41

Allotments		Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Allotment Rei	17	1,000.00	1,095.00	95	375.00	375.00	0.00	95.00
Water Charge	18	0.00		0	500.00		500.00	500.00
Maintenance	19	0.00		0	500.00		500.00	500.00
Allotments		1,000.00	1,095.00	95.00	1,375.00	375.00	1000.00	1,095.00

Cemetery		Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Rates	20	0.00		0	530.00	223.95	306.05	306.05
Water/draina	21	0.00		0	250.00		250.00	250.00
Grave Digging	22	0.00		0	1,500.00	190.00	1310.00	1,310.00
Electricity	23	0.00		0	500.00	53.10	446.90	446.90
Maintenance	24	0.00	60.00	60	500.00		500.00	560.00
Memorials &	25	5,000.00	1,130.00	-3870	1,000.00	233.6	766.40	-3,103.60
Cemetery		5000.00	1190.00	-3810.00	4280.00	700.65	3579.35	-230.65

BINGHAM TOWN COUNCIL
BUDGET MONITORING
31st JULY 2013

Environment		Receipts		Payments		Net Variance	
		Budget	Actual	Budget	Actual		
General Main	26	0.00		0	640.00	640.00	640.00
Town Floral C	27	0.00		0	5,500.00	1452.80	1,452.80
Litter & Dog f	28	0.00		0	450.00	255.00	255.00
Trans to Environ. Reserve		0.00		0	500.00	500.00	500.00
Environment		0.00	0.00	0.00	7,090.00	4,242.20	2,847.80

Depot		Receipts			Payments		Net Variance	
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Equipment se	29	0.00	0.00	0	4,000.00	1,344.16	2655.84	2,655.84
Depot Mainte	30	0.00		0	250.00	138.61	111.39	111.39
Mobile phone	31	0.00		0	200.00	0.00	200.00	200.00
Alarm	32	0.00		0	300.00	0.00	300.00	300.00
Hand tools &	33	0.00		0	100.00	192.20	-92.20	-92.20
Clothing	34	0.00		0	400.00	0.00	400.00	400.00
Wages	35	0.00		0	54,450.00	11013.39	43436.61	43,436.61
Vehicle Tax/tr	36	0.00		0	1,500.00	918.88	581.12	581.12
Fuel	37	0.00		0	3,300.00	1162.02	2137.98	2,137.98
Trans to Dept	38	0.00		0	6,000.00	0	6000.00	6,000.00
Grass Cutting	39	1,350.00		-1350	0.00	0.00	0.00	-1,350.00
Depot		1,350.00	0.00	-1,350.00	70,500.00	14,769.28	55730.74	54,380.74

Finance		Receipts		Payments		Net Variance		
		Budget	Actual	Budget	Actual			
Salaries Inc Er	40	0.00		0	73,000.00	26,059.51	46940.49	46,940.49
Audit	41	0.00		0	2,000.00	160	1840.00	1,840.00
Office Expens	42	0.00	3.00	3	5,500.00	2,065.76	3434.24	3,437.24
Subscriptions,	43	0.00		0	5,000.00	1,792.58	3207.42	3,207.42
Travel/mileag	44	0.00		0	400.00	0.00	400.00	400.00
Civic Expense	45	0.00		0	2,500.00	48.00	2452.00	2,452.00
Insurance	46	0.00		0	3,500.00	0.00	3500.00	3,500.00
Advertising	47	0.00		0	700.00	0.00	700.00	700.00
Grant Aid	48	0.00		0	4,000.00	1,100.00	2900.00	2,900.00
Trans to Prop	49	0.00		0	23,000.00	0.00	23000.00	23,000.00
Trans to Risk	50	0.00		0	2,500.00	0.00	2500.00	2,500.00
Elections	51	0.00		0	0.00	0.00	0.00	0.00
RBC Transitio	85	22,568.00		-22568	0.00	0.00	0.00	-22,568.00
Investment In	52	500.00	15.77	-484.23	0.00	0.00	0.00	-484.23
Finance		23,068.00	18.77	-23,049.23	122,100.00	31,225.85	90,874.15	67,824.92

Precept	76	230,615.00	126,591.50	-104023.5	0.00	0.00	0.00	-104,023.50
---------	----	------------	------------	-----------	------	------	------	-------------

Old Court House		Receipts		Payments		Net Variance		
		Budget	Actual	Budget	Actual			
Caretakers wr	53	0.00		0	5,600.00	1,380.74	4219.26	4,219.26
Insurance	54	0.00		0	1,600.00	0	1600.00	1,600.00
Water rates	55	0.00		0	750.00	0.00	750.00	750.00
Non domestic	56	0.00		0	5,500.00	2,220.00	3280.00	3,280.00
Gas/Elec	57	0.00		0	5,000.00	2,157.86	2842.14	2,842.14
Repairs & Ma	58	0.00		0	5,000.00	2,239.56	2760.44	2,760.44
Equipment	59	0.00		0	400.00	0.00	400.00	400.00
Trans to OCH	60	0.00		0	2,000.00	0.00	2000.00	2,000.00
Civil ceremon	61	150.00	145.00	-5	0.00	0.00	0.00	-5.00
Tenants rents	62	8,500.00	6,341.00	-2159	0.00	0.00	0.00	-2,159.00
Room hire	63	1,750.00	302.75	-1447.25	0.00	0.00	0.00	-1,447.25
Old Court House		10,400.00	6,788.75	-3,611.25	25,850.00	7,998.16	17,851.84	14,240.59

Check to Precept submitted		50,020.00	14,336.23	-35,683.77	280,635.00	74,129.47	206505.53	170,821.76
					230,615.00			

Miscell Mayo	81			0.00	0.00	0.00	0.00	0.00
--------------	----	--	--	------	------	------	------	------

Accounts paid 20 August 2013

Bankline	WAGES W12/M3	WAGES W12/M3	4,074.06
Bankline	WAGES m3	WAGES W12/M3	363.22
Bankline	WAGES W12/M3	WAGES W12/M3	2,128.58
Bankline	First aid training LH	British Red Cross	132.00
Bankline	Diesel oil	Chandlers Oil & Gas	575.81
Bankline	Strimmer parts	Henton & Chattell	80.42
Bankline	Play area inspection	Playsafety Ltd	373.20
9650	Planning training	NALC	120.00
9651	Petty Cash purchases	Petty Cash	95.50
9652	Town News & Christmas Fair flyer	The Print Quarter	136.00
9652	Town Fair Programme	The Print Quarter	428.00
9653	VAN service	Saxondale Garage	309.50
DD	Non domestic rates	RBC	554.00
DD	Monthly broadband charge	Talk Talk	15.31
DD	Non domestic rates	RBC	57.00
DD	BANKLINE CHARGES	Nat West	25.31
DD	Telephone charges	BT	329.18
DD	Trade Waste collection	Wastecycle Ltd	56.11
DD	OCH Gas/Elec Bill	Utility Warehouse	444.64
DD	Bank charges	Nat West	7.81
Bankline	WAGES W13/m3	WAGES W13/M3	307.70
Bankline	Annual Service Charges	Chubb Electronic Security	1,203.11
BAnkline	Superann M3	NCC Pension Fund	1,076.49
BAnkline	Superann M3	NCC Pension Fund	89.99
Bankline	PAYE M3	HMRC	1,052.33
Bankline	PAYE M3	HMRC	1,136.22
Bankline	LH AVC's	Prudential	100.00
Bankline	Town Fair - toilet hire	William G Search Ltd	300.00
Banklinb	Stationery	Viking Payments	46.27
9654	Buttercross inserts	Bingham Parish Church	750.00
9655	Town Fair activity	Liz Sparks	210.00
9656	Town Fair activity	Rushcliffe Play Forum	150.00
9657	Memorial Fees	Granart Ltd	52.32
9658	OCH boiler service	Rowlson Plumbing & Heating	136.80
Bankline	WAGES W14	WAGES W14	367.15
Bankline	Grant aid	Bingham Youth Theatre CIC	500.00
Bankline	Keyholding	Gener8 Finance Ltd	42.00
Bankline	Grave digging fees	A Buckingham	190.00
Bankline	Grip clip	R E S Tractors	1.06
Bankline	Fuel Account	Allstar Business Solutions	230.19
Bankline	Membership	RCAN	130.00
9659	Christmas Fair TEN licence	RBC	21.00
Bankline	Town Fair Stall hire	Ken Waller Market Stalls	1,795.00
Bankline	Local Council Administration	SLCC	63.00
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	78.62
9660	Town Fair - hire of RM field	NCC Robert Miles School	150.00
9661	Website domain transfer	Mh-p internet Ltd	108.00
9662	Town Fair Marshalling	1936 Squadron ATC	100.00
9663	VAN air con recharge	Bingham Garage	72.00
Bankline	WAGES W16	WAGES W16	3,587.65
Bankline	WAGES W16	WAGES W16	368.04
Bankline	WAGES W16	WAGES W16	1,971.88
Bankline	Stationery	Viking Direct	158.34
Bankline	Ransomes Mower repairs	B & B Tractors Ltd	268.79

Bankline	Strimmer parts	J R Mowers	43.00
Bankline	Town Fair - First Aid	St John Ambulance	96.00
Bankline	WAGES W17/M4	WAGES W17/M4	299.71
DD	Tractor Lease	BNP Paribas	582.00
DD	Non domestic rates	RBC	554.00
DD	BANKLINE CHARGES	Nat West	29.41
DD	Non domestic rates	RBC	57.00
DD	Monthly broadband charge	Talk Talk	15.31
DD	Bank charges	Nat West	29.99
DD	Trade Waste collection	Wastecycle Ltd	68.86
DD	OCH Gas/Elec Bill	Utility Warehouse	202.67
DD	Cem Elec bill	Utility Warehouse	55.91
Bankline	WAGES W15	WAGES W15	294.63
DD	Tractor Lease	BNP Paribas	582.00
Bankline	LH AVC's	Prudential	10.00
Bankline	PAYE M4	HMRC	898.76
Bankline	PAYE M4	HMRC	873.87
Bankline	Superann M4	NCC Pension Fund	1,087.24
Bankline	Superann M4	NCC Pension Fund	90.90
Bankline	WAGES W18	WAGES W18	339.65
9664	Planning applicatin fee re floodlights	RBC	97.50
9665	Annual report	The Print Quarter	272.00
			<u>£ 33,700.01</u>

BANK LINE TRANSACTIONS
SUMMARY OF ALL BANK LINE PAYMENTS

SUPPLIER'S NAME	£ p	DATE OF PYMT	NATWEST PYMT. REF.	
THE JOKER ENTERTAINMENT	300.00	13.06.13	159505183	LH
LOCATION AUDIO	385.00	13.06.13	159505862	LH
PRUDENTIAL	100.00	13.06.13	159506542	LH
NCC PENSION FUND	1,166.48	13.06.13	159506892	LH
HMRC	1,119.68	13.06.13	159507208	LH
PLANTSCAPE	4,856.64	13.06.13	159509226	LH
A BUCKINGHAM	190.00	13.06.13	159510526	LH
REPROTEC	45.81	13.06.13	159510849	LH
JUMICAR	300.00	13.06.13	159511672	LH
JAMES MAYLE	324.00	13.06.13	159512785	LH
ALLSTAR BUSINESS	170.52	13.06.13	159513220	LH
NOTTS FIRE & RESCUE	98.26	13.06.13	159514697	LH
HANDICENTRE	11.80	13.06.13	159515163	LH
HANDICENTRE	72.37	13.06.13	159515163	LH
WGes. Wk 11	303.28	17.06.13	159913226	LH
B & B TRACTORS	45.58	19.06.13	160313874	LH
HENTON & CHATTELL	120.64	19.06.13	160316674	LH
B E EVENT HIRE	407.28	19.06.13	160318095	LH
DC SLIGHT	160.00	19.06.13	160318964	LH
AT2 TREE SURGERY	450.00	19.06.13	160320257	LH
WAGES WK 12	6,565.86	24.06.13	VARIOUS	LH
BRITISH RED CROSS	132.00	28.06.13	161818030	LH
CHANDLERS OIL & GAS	575.81	28.06.13	161818316	LH
HENTON & CHATTELL	80.42	28.06.13	161818675	LH
PLAYSAFETY LTD	373.20	28.06.13	161819624	LH
Wages wk 13	307.70	01.07.13	162098974	LH
CHUBB ELEC	1,203.11	04.07.13	162672351	LH
NCC PENSION	1,166.48	04.07.13	162672883	LH
HMRC	2,188.55	04.07.13	162673245	LH
PRUDENTIAL	100.00	04.07.13	162673514	LH
WILLIAM SEARCH	300.00	04.07.13	162675267	LH
VIKING PAYMENTS	46.27	04.07.13	162675592	LH
Wages Wk 14	367.15	08.07.13	163078044	LH
BINGHAM YOUTH THEATRE	500.00	11.07.13	163693738	LH
GENER8 FIN LTD	42.00	11.07.13	163640397	LH
A BUCKINGHAM	190.00	11.07.13	163641499	LH
RES TRACTORS LTD	1.06	11.07.13	163642669	LH
ALLSTAR BUS SOLS.	230.19	11.07.13	163643092	LH
RCAN	130.00	11.07.13	163643538	LH
Wages wk 15	294.63	11.07.13	163545097	LH
KEN WALLER	1,795.00	19.07.13	164737732	LH
SLCC	63.00	19.07.13	164738330	LH
HANDICENTRE	78.62	19.07.13	164739166	LH
WAGES WK 16	5,927.57	22.07.13	various	LH

BANK LINE TRANSACTIONS
SUMMARY OF ALL BANK LINE PAYMENTS

WAGES WK 17	299.71	25.07.13	165531879	LH
VIKING	158.34	25.07.13	165532538	LH
B& B TRACTORS	268.79	25.07.13	165533015	LH
J R MOWERS	43.00	25.07.13	165534238	LH
ST JOHN AMBULANCE	96.00	25.07.13	165535801	LH
PRUDENTIAL	100.00	01.08.13	166591578	LH
HMRC	1,772.63	01.08.13	166591904	LH
NCC PENSION FUND	1,178.14	01.08.13	166592577	LH
WAGES WK 18	339.65	05.08.13	167065608	LH
ALL COLOUR ENVELOPES	54.96	08.08.13	167575506	LH
CENTRAL SECURITY	2,340.00	08.08.13	167576103	LH
PROMOTIONAL DISPLAYS	47.40	08.08.13	167576830	LH
MH-P INTERNET	2,334.00	08.08.13	167578956	LH
REPROTEC	32.98	08.08.13	167579329	LH
PLATTS HARRIS	28.14	08.08.13	167580332	LH
STAPLES	40.31	08.08.13	167581840	LH
	<u>42,420.01</u>			

Report to the Policy and Resources Committee 20th August 2013

Agenda Items – Committee Referrals

To consider Referrals from Committees

1. COMMUNITY COMMITTEE

- a. To note recommendation to purchase new CCTV recorder and grant funding of £1950 secured through Rushcliffe Community Safety Locality Fund.
- b. To consider acceptance of a 3 yr. long term agreement in relation to installation and removal of Christmas Lights.

Quote 1	£4,080.00	Existing supplier – offered a 3 yr. LTA
Quote 2	£4,600.00	
Quote 3	£60.00 per hr	Unprepared to offer a contract price quote.

The Chairman of Community agreed to accept the revised quote from the existing supplier; however; would like Policy & Resources Committee to consider acceptance of a 3yr. Long Term Agreement to secure charges for future years.

2. RECREATION & CEMETERY COMMITTEE

- a. Request for additional funding in order for all risks highlighted on recent Tree Survey to be undertaken. (as per attached report)

SUMMARY OF AT2 TREE SURVEY UNDERTAKEN MAY 2013

REPORT PAGE NUMBER	LOCATION	DETAIL	COST	TOTAL BY RISK FACTOR
HIGH RISK				
PGE 7	Tythby Road	Leaning Ash tree	<u>120</u>	120
MEDIUM RISK				
PGE 6	Tythby Road (East)	Fell dead trees (6)	720	
PGE 7	Tythby Road (West)	Fell dead trees (Ash)	720	
PGE 7	Tythby Road (West)	Fell dead trees (5)	120	
PGE 9	Churchyard	Lime	180	
PGE 9	Churchyard	Sycamore	<u>150</u>	1890
LOW RISK				
PGE 4	Linear Walk	Maple	45	
PGE 4	Linear Walk	Ash	75	
PGE 5	Linear Walk	Sycamore	120	
PGE 5	Linear Walk	Sycamore	180	
PGE 5	Linear Walk	Field maple	180	
PGE 5	Linear Walk	Sycamore	120	
PGE 6	Linear Walk	Ash	90	
PGE 8	Soundbund	Crack willows	240	
PGE 8	Soundbund	Trim back branches	90	
PGE 9	Churchyard	Yew	90	
PGE 10	Churchyard	Lime	720	
PGE 10	Butt Field	Horse chestnut	45	
PGE 11	Cemetery	Beech	90	
PGE 11	Cemetery	Cherry	20	
PGE 11	Cemetery	Cherry plums	240	
PGE 12	Cemetery	Birch	240	
PGE 12	Cemetery	Austrian pine	<u>600</u>	3185
				<u>5195</u>
PGE 8	Soundbund	General trim back by BTC Staff		

Report to the Policy and Resources Committee 20th August 2013

Matter for Decision –

Insurance

Insurance

The 3 year long term agreement with existing insurer expires this year and the following quotes have been obtained.

Quote 1	£7046.65	Existing insurer
Quote 2	£2945.00	LTA 3yrs.
Quote 3	£2862.58	LTA 3yrs.

The Committee is asked to recommend approval of Insurer noting commencement of the new policy is from 1st September 2013.

**Lynn Holland
Town Clerk**

20th August 2013