



BINGHAM TOWN COUNCIL

*The Old Court House
Church Street
Bingham
Nottingham
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To: Councillor - G. Davidson - Chairman
" J. Eagles
" A. Harvey
" Mrs. S. Hull
" Mrs. T. Kerry
" J. Stockwood

and all other Councillors for information only.

12th February, 2014.

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, 18th February, 2014**, 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, 18th February, 2014, at 7.00 p.m.

A G E N D A

1. Apologies for Absence and Acceptance.
2. Declarations of Interest.
3. To approve and sign the Minutes of the meeting held on the 10th December, 2013, (previously circulated), including:-
 - 01 Matters Arising (including action points).
4. Budget Report 'A' up to 31.01.14. (Attached).
5. Accounts for Payment - Report 'B'. (To be tabled).
6. Accounts Paid - Report 'C'. (Attached).
7. Bankline payments. (Attached).
8. Report from Internal Auditor.
9. Grant Aid, including:-
 - 01 Request from Scouts undertaking fund-raising for a trip to Japan.
10. To consider quote for re-painting of front elevation of The Old Court House and to note recent remedial work in relation to water penetration on main staircase.
11. Update on B.R.E.A.D. grant application.
12. Update on Community Led Planning.
13. To consider any correspondence received, including:-
 - 01 To note possible increase in Employer's Contributions due to change in Superannuation Rules & Regulations concerning contributions to be paid by both employees and employers on total pay rather than basic pay only, i.e. contributions will from 1st April, 2014, be paid on overtime.
14. Confidential Business if any.



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, 18th February, 2014**, 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 and 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.
	Membership of C.B.W.G.	Outstanding.

REPORT A

Net Variance column

Jan-14

INCLUDES ACCRUALS FROM 2012/2013

Positive figs. = underspends
 Negative figs. = overspends

Community	Receipts		Payments		Net Variance	
	Budget	Actual	Variance to budget	Budget		Actual
1 CCTV Maintenance	0.00	1,950.00	1,950.00	700.00	2,310.00	-1610.00
2 Notice Boards	0.00	0.00	0.00	50.00		50.00
3 Town Map	15.00	-15.00	-15.00	15.00		0.00
4 Trs. To Com. Reserve	0.00	0.00	0.00	500.00		500.00
Community	15.00	1,950.00	1,935.00	1,265.00	2,310.00	-1045.00
						890.00

Promotions	Receipts		Payments		Net Variance	
	Budget	Actual	Budget	Actual		Net Variance
5 Town Fair	4,000.00	3,713.85	-286.15	7,000.00	5,926.52	1073.48
6 Christmas Fair	1,000.00	2,063.00	1063	2,500.00	3304.86	-804.86
7 Christmas Lights	0.00	240.00	240	6,500.00	6,356.36	143.64
8 Other Promotions	0.00	41.02	41.02	2,000.00	356	1644.00
9 Web Site	0.00	0	0	1,500.00	2035	-535.00
10 Town News/leaflets	0.00	0	0	2,000.00	1704	296.00
11 Town Guide/Promotions	0.00	0.00	0.00	1,500.00	1,987.68	-487.68
Promotions	5,000.00	6,057.87	1,057.87	23,000.00	21,670.42	1329.58
						2,387.45

Recreation	Receipts		Payments		Net Variance	
	Budget	Actual	Budget	Actual		Net Variance
12 Play Area/Open Spaces	0.00	0	0	4,500.00	3584.21	915.79
84 Tree/Shrubbery Maint.	0.00	0	0	2,500.00	450	2,050.00
14 Rent	1,000.00	500.00	-500	175.00	6.16	-331.16
15 Sports Pitch Maintenance	3,067.00	4,090.50	1023.5	12,000.00	11145	855.00
16 Wayleaves	120.00	199.10	79.1	0.00		0.00
P3	0.00	0	0	0.00		0.00
Trs. To Recreation Reserve	0.00	0	0	6,000.00		6000.00
Recreation	4,187.00	4,789.60	602.60	25,175.00	15,185.37	9989.63
						10,592.23

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 31ST JANUARY 2014

Allotments	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
17 Allotment Rents	1,000.00	1,141.00	141	380.00	-5.00 136.00
18 Water Charges	0.00		0	249.56	250.44
19 Maintenance	0.00		0	39.43	460.57
Allotments	1,000.00	1,141.00	141.00	668.99	706.01 847.01

Cemetery	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
20 Rates	0.00		0	565.95	-35.95 -35.95
21 Water/drainage	0.00		0	108.79	141.21
22 Grave Digging	0.00	640.00	640	720.00	780.00 1,420.00
23 Electricity	0.00		0	206.37	293.63
24 Maintenance	0.00	0.00	0	648.21	-148.21
25 Memorials & Fees	5,000.00	6,036.00	1036	423.6	576.40
Cemetery	5000.00	6676.00	1676.00	2672.92	1607.08 3283.08

Environment	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
26 General Maintenance	0.00		0	0.00	640.00 640.00
27 Town Floral Displays	0.00		0	4299.2	1200.80 1,200.80
28 Litter & Dog Bins	0.00		0	195.00	255.00
Trans to Environ. Reserve	0.00		0	500.00	500.00
Environment	0.00	0.00	0.00	4,494.20	2595.80 2,595.80

BINGHAM TOWN COUNCIL
BUDGET MONITORING
31ST JANUARY 2014

Depot	Receipts		Payments		Net Variance
	Budget	Actual	Variance to budget	Budget	
Equipment service etc	0.00	0.00	0	4,000.00	1,248.40
Depot Maintenance	0.00	0	0	250.00	-221.44
Mobile phones	0.00	0	0	200.00	70.00
Alarm	0.00	0	0	300.00	193.00
Hand tools & equipment	0.00	0	0	100.00	-92.20
Clothing	0.00	0	0	400.00	191.21
Wages	0.00	0	0	54,450.00	18,484.44
Vehicle Tax/Insurance	0.00	0	0	1,500.00	358.62
Fuel	0.00	0	0	3,300.00	739.75
Trans to Depot Res.	0.00	0	0	6,000.00	6,000.00
Grass Cutting	1,350.00	-1350	0.00	0.00	-1,350.00
Depot	1,350.00	0.00	-1,350.00	70,500.00	25,621.78

Finance	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
Salaries inc Ers cost	0.00	0	73,000.00	60,004.74	12,995.26
Audit	0.00	0	2,000.00	1040	960.00
Office Expenses	0.00	41.25	5,500.00	4,840.13	701.12
Subscriptions/training	0.00	0	5,000.00	3,370.57	1,629.43
Travel/mileage	0.00	0	400.00	7.00	393.00
Civic Expenses	0.00	0	2,500.00	2,133.01	366.99
Insurance	0.00	0	3,500.00	1,908.39	1,591.61
Advertising	0.00	0	700.00	0.00	700.00
Grant Aid	0.00	0	4,000.00	4,705.96	-705.96
Trans to Prop & Land Re:	0.00	0	23,000.00	0.00	23,000.00
Trans to Risk Mgmt Res	0.00	0	2,500.00	0.00	2,500.00
Elections	0.00	0	0.00	0.00	0.00
RBC Transitional Relief	22,568.00	22,568.00	0.00	0.00	0.00
Investment Inc	500.00	2,128.48	1628.48	0.00	1,628.48
Finance	23,068.00	24,737.73	1,669.73	78,009.80	45,759.93

BINGHAM TOWN COUNCIL
 BUDGET MONITORING
 31ST JANUARY 2014

Precept	Receipts		Payments		Net Variance
	Budget	Actual	Budget	Actual	
76	230,615.00	230,615.00	0	0.00	0.00
		253,183.00			
Old Court House					
Caretakers wages	0.00		5,600.00	4,681.02	918.98
Insurance	0.00		1,600.00	954.19	645.81
Water rates	0.00		750.00	430.45	319.55
Non domestic rates	0.00		5,500.00	5,544.00	-44.00
Gas/Elec	0.00		5,000.00	4,430.44	569.56
Repairs & Maint	0.00		5,000.00	4,502.17	497.83
Equipment	0.00		400.00	76.50	323.50
Trans to OCH Res	0.00		2,000.00	0.00	2,000.00
Civil ceremony	150.00	590.00	0.00	0.00	440.00
Tenants rents	8,500.00	9,578.50	0.00	0.00	1,078.50
Room hire	1,750.00	1,752.75	2.75	0.00	2.75
Old Court House	10,400.00	11,921.25	1,521.25	20,618.77	6,752.48
			25,850.00	5,231.23	
Check to Precept submitted	50,020.00	57,273.45	7,253.45	189,158.69	98,729.76
			230,615.00	91476.31	
Miscell Mayors Charity			0.00	583.00	1,158.07
81		1,741.07			

BINGHAM TOWN COUNCIL SUMMARY JANUARY 2014

REPORT A cont.

	BAL B.FWD			Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Community	15	1950	1935	1265	2310	-1045	890			
Promotion	5,000.00	6,057.87	1,057.87	23,000.00	21,670.42	1,329.58	2,387.45			
Recreation	4,187.00	4,789.60	602.60	25,175.00	15,185.37	9,989.63	10,592.23			
Allotment	1,000.00	1,141.00	141.00	1,375.00	668.99	706.01	847.01			
Cemetery	5000	6,676.00	1,676.00	4,280.00	2,672.92	1,607.08	3,283.08			
Environment	0.00	0.00	0.00	7,090.00	4,494.20	2,595.80	2,595.80			
Depot	1350	0.00	-1,350.00	70,500.00	43,528.22	26,971.78	25,621.78			
Finance	23,068.00	24,737.73	1,669.73	122,100.00	78,009.80	44,090.20	45,759.93			
OCH	10,400.00	11,921.25	1,521.25	25,850.00	20,618.77	5,231.23	6,752.48			
TOTALS	50,020.00	57,273.45	7,253.45	280,635.00	189,158.69	91,476.31	98,729.76			

Precept	230,615.00	230,615.00	0.00	0.00	0.00	0.00	0.00		
Mayors Charity	0	1,741.07	0	0	583.00	-583.00	1,158.07		

	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Risk Management	3,500.00	0.00	-2500	0.00	0	0	3,500.00
OCH Capital	3,300.00	0.00	-2000	0.00	1880	-1880	1,420.00
Depot	16,892.82	0.00	-6000	0.00	0	0	16,892.82
Allotment	0.00	0.00	0	0.00	0	0	0.00
Environment	500.00	0.00	-500	0.00	0.00	0	500.00
General Reserve	11,4718.99	0.00	0	0.00	7607.00	-7607	107,111.99
Promotion	0.00	0.00	0	0.00	0	0	0.00
Recreation	11,288.48	0.00	-6000	0.00	-645.00	645	11,933.48
Cemetery	0.00	0.00	0	0.00	0.00	0	0.00
Community Capital	1,500.00	0.00	-500	0.00	0	0	1,500.00
Property Land	36,333.71	0.00	-23000	0.00	-2,085.00	2085	38,418.71
Capital Total	188,034.00	0.00	-40,500.00	0.00	6,757.00	-6,757.00	181,277.00

GRAND TOTAL	188,034.00	90,520.00	59,014.52	280,635.00	196,498.69	84,136.31	281,164.83
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-33,246.55 summary

C

Accounts presented 18 February 2014

DD	Non domestic rates	RBC	554.00
9682	Flyers	The Print Quarter	499.00
9683	Boiler repair	Rowlson Plumbing Services	759.33
Bankline	WAGES W36	WAGES W36	345.43
Bankline	WAGES W37/M9	WAGES W37/M9	288.55
Bankline	WAGES W38	WAGES W38	3,791.44
Bankline	WAGES W38	WAGES W38	2,060.59
Bankline	WAGES W38	WAGES W38	394.91
Bankline	wages w39	WAGES W39	288.35
DD	BANKLINE CHARGES	Nat West	27.26
DD	Monthly broadband charge	Talk Talk	15.31
DD	Non domestic rates	RBC	57.00
DD	Litter pickers	RBC	23.04
DD	Telephone charges	BT	214.52
DD	Alarm charges	BT	67.20
DD	Alarm charges	BT	67.20
DD	Trade Waste collection	Wastecycle Ltd	54.10
DD	Bank charges	Nat West	29.00
DD	OCH Gas/Elec Bill	Utility Warehouse	599.58
DD	Cem Elec bill	Utility Warehouse	37.60
Bankline	WAGES W40	WAGES W40	288.35
9688	Christmas Fair marshalling	D Holland	90.00
9689	Christmas Fair marshalling	E Malloy	75.00
Bankline	Keyholding	Gener8 Finance Ltd	42.00
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	56.24
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	9.84
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	10.55
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	16.21
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	44.86
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	13.00
Bankline	Christmas competition	Newark Advertiser Co Ltd	300.00
Bankline	Parts	J R Mowers	135.31
Bankline	OCH decorating	Olivers	2,256.00
Bankline	Tree pruning	AT2 Tree Surgery	5,015.00
Bankline	Pitch works phase 3	Prograss	2,400.00
Bankline	Stationery	Viking Payments	160.45
Bankline	Christmas lights installation	Leisure Lites Ltd	3,480.00
Bankline	Christmas Fair stall lighting	Patco Events Ltd	726.00
Bankline	Christmas Fair chair hire	BE Event Hire	132.60
Bankline	Grave digging fees	A Buckingham	380.00
Bankline	Superann M9	NCC Pension Fund	1,087.24
Bankline	Superann M9	NCC Pension Fund	90.90
Bankline	LH AVC's	Prudential	100.00
Bankline	PAYE M9	HMRC	955.76
Bankline	PAYE M9	HMRC	970.68
Bankline	WAGES W41	WAGES W41	288.55
9690	Town Guide distribution	P Ablitt	238.56
9691	Town Guide distribution	P Stark	264.12
Bankline	Stationery	Viking Payments	51.55
Bankline	Annual Subscription	SLCC	231.00
Bankline	Annual Subscription	Communicorp	75.00
Bankline	Grant aid	Bingham Business Club	163.20
Bankline	Grant aid	PCC of All Saints Bingham	2,250.00
9692	Annual Subscription	CPRE	29.00
9693	Annual Subscription	LCAS	336.00
9694	Grant aid	Friends of Linear Park	196.76
9695	Civic Awards certificates	Bart Luckhurst	192.50

9696	Christmas Fair 1st Aid	Newark Community First Aid	50.00
9697	Bingham Town News	The Print Quarter	136.00
Bankline	WAGES W42	WAGES W42	339.65
Bankline	WAGES W43/M10	WAGES W43/M10	3,445.92
Bankline	WAGES W43/M10	WAGES W43/M10	386.76
Bankline	WAGES W43/M10	WAGES W43/M10	1,640.61
Bankline	Christmas Fair entertainment	Newark Town Band	175.00
Bankline	Christmas lights	Leisure Lites Ltd	1,668.00
Bankline	Internal Audit fee	D G C Slight	80.00
Bankline	PAYE M10	HMRC	829.01
Bankline	PAYE M10	HMRC	736.19
Bankline	Superann M10	NCC Pension Fund	1,087.24
Bankline	Superann M10	NCC Pension Fund	90.90
Bankline	LH AVC's	Prudential	100.00
9698	Crossword prize	Mr P Smith	20.00
9699	Best Kept Village Competition entry	CPRE	8.00
9700	Temp Event Notice	RBC	21.00
DD	Non domestic rates	RBC	554.00
DD	Non domestic rates	RBC	57.00
DD	BANKLINE CHARGES	Nat West	24.25
DD	Monthly broadband charge	Talk Talk	15.31
DD	Data Protection renewal	ICO	35.00
DD	Trade Waste collection	Wastecycle Ltd	54.10
DD	Bank charges	Nat West	17.85
DD	OCH Gas/Elec Bill	Utility Warehouse	739.07
DD	Cem Elec bill	Utility Warehouse	38.15
Bankline	Stationery	Viking Direct	111.55
Bankline	Christmas Fair barrier hire	GAP Group Ltd	113.40
Bankline	Christmas Tree barrier hire	GAP Group Ltd	108.60
Bankline	Copier charge	Reprotec Connect For	10.48
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	94.93
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	47.32
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	30.67
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	17.59
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	28.18
Cash	Window cleaning	Petty Cash	20.00
Cash	Consumables	Petty Cash	3.55
Cash	Postage	Petty Cash	1.20
Cash	Paper	Petty Cash	0.75
Cash	Card	Petty Cash	5.40
Cash	Mobile phone top up	Petty Cash	20.00
9701	Guttering repairs	P Selby	460.00
Bankline	wages w44	Wages w44	288.35
Bankline	Fuel account	Allstar	163.40
Bankline	Fuel account	Allstar	110.64
Bankline	Fuel account	Allstar	131.35
Bankline	Grave digging fees	A Buckingham	190.00
Bankline	Copier charge	Reprotec Connect For	63.49
Bankline	Copier charge	Reprotec Connect For	33.17
Bankline	Keyholding	Gener8 Finance Ltd	42.00
Bankline	Wages w45	Wages w45	288.35
Bankline	Lift service contract	LES Ltd	154.91
Bankline	Decorating	Olivers	108.00
Bankline	Parts	RES Tractors	10.16
Bankline	Workwear	Alexandra	59.98
Bankline	Workwear	Alexandra	75.23
Bankline	Workwear	MG Safety	13.80
Bankline	Barrier Hire	GAP Group Ltd	36.72

48,517.82

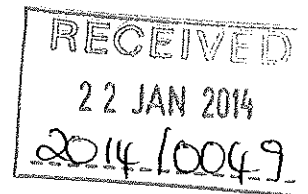
**BANK LINE TRANSACTIONS
SUMMARY OF ALL BANK LINE PAYMENTS**

P & R	SUPPLIER'S NAME	£ p	DATE OF PYMT	NATWEST PYMT. REF.	
11.02.14	WAGES WK. 35	288.35	02.12.13	184171177	LH
11.02.14	NCC COUNTY SUPPLIES	91.80	06.12.13	184866012	LH
11.02.14	D & R SIMMONS	1,011.60	06.12.13	184866796	LH
11.02.14	D & R SIMMONS	176.40	06.12.13	184866796	LH
11.02.14	COUNTY LIFE	1,435.00	06.12.13	184868798	LH
11.02.14	MG SAFETY LTD	17.40	06.12.13	184868175	LH
11.02.14	GENER8 FINANCE	42.00	11.12.13	185445977	LH
11.02.14	KEN WALLER	1,175.00	11.12.13	185446257	LH
11.02.14	SERCON	17.09	11.12.13	185448192	LH
11.02.14	WAGES WK. 36	345.43	09.12.13	185131384	LH
11.02.14	WAGES WK. 37	6,195.84	12.12.13	VARIOUS	LH
11.02.14	WAGES WK. 38	339.65	12.12.13	185730037	LH
11.02.14	WAGES WK. 39	288.35	12.12.13	185730639	LH
11.02.14	WAGES WK. 40	288.35	06.01.14	188768892	LH
11.02.14	GENER8 FINANCE	42.00	08.01.14	189142587	LH
11.02.14	HANDICENTRE	124.74	08.01.14	189143393	LH
11.02.14	HANDICENTRE	25.96	08.01.14	189143393	LH
11.02.14	NEWARK ADVERT	300.00	08.01.14	189144930	LH
11.02.14	JR MOWERS	90.89	08.01.14	189145399	LH
11.02.14	JR MOWERS	34.00	08.01.14	189145399	LH
11.02.14	JR MOWERS	3.46	08.01.14	189145399	LH
11.02.14	JR MOWERS	6.96	08.01.14	189145399	LH
11.02.14	OLIVERS	2,256.00	08.01.14	189146222	LH
11.02.14	AT2 TREE SURGERY	5,015.00	08.01.14	189146559	LH
11.02.14	PROGRASS	2,400.00	08.01.14	189147314	LH
11.02.14	VIKING PAYMENTS	160.45	08.01.14	189147627	LH
11.02.14	LEISURELITES	3,480.00	08.01.14	189148051	LH
11.02.14	PATCO EVENTS	726.00	08.01.14	189149241	LH
11.02.14	BE EVENT HIRE	132.60	08.01.14	189149649	LH
11.02.14	A BUCKINGHAM	380.00	08.01.14	189150400	LH
11.02.14	NCC PENSION	1,178.14	08.01.14	189150735	LH

**BANK LINE TRANSACTIONS
SUMMARY OF ALL BANK LINE PAYMENTS**

11.02.14	PRUDENTIAL	100.00	08.01.14	189150895	LH
11.02.14	HMRC	1,926.44	08.01.14	189151321	LH
11.02.14	WAGES WK 41	288.55	13.01.14	189706540	LH
11.02.14	HANDICENTRE	52.16	16.01.14	190351779	LH
11.02.14	HANDICENTRE	166.53	16.01.14	190351779	LH
11.02.14	REPROTEC	10.48	16.01.14	190352179	LH
11.02.14	GAP	189.36	16.01.14	190352922	LH
11.02.14	GAP	32.64	16.01.14	190352922	LH
11.02.14	VIKING PAYMENTS	111.55	16.01.14	190353179	LH
11.02.14	WAGES WK 42	339.65	20.01.14	190734109	LH
11.02.14	VIKING PAYMENTS	51.55	23.01.14	191291135	LH
11.02.14	SLCC	231.00	23.01.14	191292036	LH
11.02.14	COMMUNICORP	75.00	23.01.14	191292718	LH
11.02.14	BBC	163.20	23.01.14	191293611	LH
11.02.14	PCC OF ALL SAINTS BINGHAM	2,250.00	23.01.14	191294479	LH
11.02.14	WAGES WK 43	5,473.29	27.01.14	VARIOUS	LH
11.02.14	NEWARK TOWN BAND	175.00	30.01.14	192366913	LH
11.02.14	LEISURELITES	1,668.00	30.01.14	192368164	LH
11.02.14	DGC SLIGHT	80.00	30.01.14	192369347	LH
11.02.14	HMRC	1,565.20	30.01.14	192370713	LH
11.02.14	NCC PENSION FUND	1,178.14	30.01.14	192371497	LH
11.02.14	PRUDENTIAL	100.00	30.01.14	192371788	LH
11.02.14	WAGES WK. 44	288.35	03.02.14	192932783	LH
11.02.14	ALLSTAR BUS SOLS	163.40	05.02.14	193324012	LH
11.02.14	ALLSTAR BUS SOLS	110.64	05.02.14	193324012	LH
11.02.14	ALLSTAR BUS SOLS	131.35	05.02.14	193324012	LH
11.02.14	A BUCKINGHAM	190.00	05.02.14	193324605	LH
11.02.14	REPROTEC	63.49	05.02.14	193324876	LH
11.02.14	REPROTEC	33.17	05.02.14	193324876	LH
11.02.14	GENER8 FINANCE	42.00	05.02.14	193325163	LH
11.02.14	WAGES WK 45	288.35	10.02.14	193895691	LH

45,606.95



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

**Bingham Town Council
Internal audit and financial risk assessment report**

On Friday 17th January 2014, I carried out the internal audit and financial risk assessment in accordance with the guidelines laid down in the latest version of "Governance and Accountability for Local Councils - A Practitioner's Guide (England)".

I am pleased to report, once again, that the accounts themselves and the financial procedures and controls in place are sound and robust.

I again looked in detail at the procedures for the payment of purchase invoices together with the relevant council minutes, payment authorisation lists, bank statements and the purchase invoices themselves. The council is well protected and the Government guidance is being followed.

I discussed with the Clerk the treatment of petty cash expenditure. At present this is done manually and we agreed that it would be better if it were integrated into the computerised accounting package which handles all other income and expenditure. We agreed that she would arrange to have this in place for the start of the new financial year on 1st April 2014.

Finally I would like to thank the Clerk for her help when I was conducting the audit. We have already agreed that the audit of the final accounts to enable the Annual Return for 2013/2014 to be signed off, will take place on 27th May 2014.

David G C Slight

21 January 2014

Thomas Penny
6, Speedwell Close
Bingham
NG13 8UT

14th February 2014

Cllr. Mrs T L Kerry
Bingham Town Council
The Old Court House
Bingham
Nottingham
NG13 8AL

Dear Councillor Terry

Explore Japan 2014 – 1st August to 17th August 2014

Myself and Peter Woodward (Avocet Close) have recently been selected to participate in a unique and challenging Scout expedition to the Tokyo area of Japan running from 1st to 17th August 2014.

We and over 50 Scouts aged 16 to 24, will be travelling to Japan where we will be split into small teams of three people. (myself, Peter and Dan Dunnington from Radcliffe). Each team has to walk approximately 100 miles (160km) over ten days, being self-sufficient, and undertake 11 projects which are designed to bring us into closer contact with the local community.

The expedition seeks to further the personal development of all participants, helping to develop:

- A better understanding of Japan and it's people
- Increased self-awareness and confidence when operating as part of a small team
- Increase independence and self-reliance
- Increase social and interpersonal skills
- Tolerance of values and beliefs of others
- Fuller understanding of the World family of Scouting

How you can assist?

The expedition is costing each participant £1,600. This has to be fundraised, for which we have already completed bag-packing sessions at Morrison's with further plans for a Car Boot sale in Radcliffe and fund-raising stalls at local fete's. As you can imagine, this is quite a task and I hoped that our local Parish Council might be able to assist us by offering some financial support.

Both of us have been in Scouting since our time at Carnarvon and throughout to Toot Hill and college where we are both in our 2nd year of 'A' levels – another aspect of a challenging year!

In return, we would be more than willing to write an article for 'The Buttercross' / local paper and / or attend one of your meetings on our return to share our experiences from the expedition through a presentation and talk.

If you have any questions, please do not hesitate to contact me. We look forward to hearing from you in due course.

Yours sincerely



Thomas Penny
Explore Japan 2014 participant

Peter Woodward
Explore Japan 2014 participant

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Explore Japan 2014

Explorer Belt Expedition