

Minutes of a meeting of the **Policy & Resources Committee**
of the Bingham Town Council held in The Old Court House,
Church Street, Bingham, on **Tuesday, 15th April, 2008, at 7.30 p.m.**

PRESENT:

Councillor M. Stockwood - Chairman
" G. Davidson
" J. Eagles
" F. Kerry
" F. Purdue-Horan
" A. Shelton

IN ATTENDANCE:

Mrs. S. Woltman, Rushcliffe Borough Council Customer Services Manager

DECLARATIONS OF INTEREST:

Councillor A. Shelton declared an interest in Folio 5824, Item 4 (c), Bingham Neighbourhood Watch.

APOLOGIES:

There were no apologies for absence received.

1.00 MINUTES:

The Minutes of the special meeting held on the 11th March, 2008, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

2.00 PRESENTATION BY SHIRLEY WOLTMAN, RUSHCLIFFE BOROUGH COUNCIL CUSTOMER SERVICES MANAGER:

The Chairman welcomed Mrs. Woltman to the meeting to discuss the introduction of a Customer Service Contact Point at The Old Court House from the 1st May, 2008.

Mrs. Woltman outlined the services being provided at other Contact Points in the Borough, most of which are located in Police Contact Points, and, therefore, also deal with police inquiries. The Contact Point at Cotgrave has been in place for over a year and is now undergoing its annual review.

The Borough Council is also looking at providing services to luncheon clubs, libraries and health centres.

Mrs. Woltman reported that any services currently delivered by the Civic Centre can be dealt with at Bingham, with the exception of cash transactions. The Contact Point at The Old Court House would be located, for the time being, in the ground floor meeting room, every Thursday from 9.30 a.m. to 1.30 p.m., commencing on the 1st May, 2008. Negotiations are taking place with Nottinghamshire County Council regarding the use of the Registrar's room in the long-term.

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continued.....

2.00 **PRESENTATION BY SHIRLEY WOLTMAN, RUSHCLIFFE BOROUGH COUNCIL CUSTOMER SERVICES MANAGER continued.....**

The Point would be staffed by the same person each week, supported by a back-up team to cover holidays/sickness.

The new Contact Point would be advertised widely in the local press and in Bingham Town News.

Councillors expressed their wholehearted support for this initiative and thanked Mrs. Woltman for attending the meeting.

3.00 **BUDGET REPORT:**

Ian Lockwood presented the end of year Budget Report in a new, clearer format, illustrating the actual variance between income and expenditure.

It was agreed that Reserve balances would be discussed with the Internal Auditor before being allocated to the General Reserve.

Ian Lockwood would also be proposing a Capital Programme incorporating maintenance and repairs, and would be reporting back on this to a future meeting.

Ian Lockwood was thanked for his report.

4.00 **MATTERS RELATING TO FINANCE:**

01 Accounts for Payment

Accounts were presented for payment and were **Proposed** by Councillor G. Davidson, **Seconded** by Councillor F. Kerry, and **Unanimously agreed**. (See Appendix 1.

02 Accounts Paid

Accounts paid since the last meeting were **Proposed** by Councillor A. Shelton, **Seconded** by Councillor F. Purdue-Horan, and **Unanimously agreed**.

03 Grants and Donations

(a) Belvoir First Aid

This Organisation provides a local community service to the Vale of Belvoir and surrounding villages, particularly providing first aid cover to local village events. It was felt that the charity was able to raise adequate funds locally and as it was inactive in the Bingham area, the Council was unable to provide a grant at present. However, if the charity does become active in the Bingham area, the Council would be willing to review the situation in the future.

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Minutes of a meeting of the **Policy & Resources Committee** of the Bingham Town Council held in The Old Court House, Church Street, Bingham, on **Tuesday, 15th April, 2008, at 7.30 p.m.** continued.....

4.00 **MATTERS RELATING TO FINANCE** continued.....

03 Grants and Donations continued.....

(b) Bingham Cricket Club

An application had been received for a grant for a new scoreboard, at a cost of £350.00 + V.A.T. This would replace the old board which would have required complete refurbishment. It was **Proposed** by Councillor G. Davidson, **Seconded** by Councillor J. Eagles, and **Unanimously Agreed**.

(c) Bingham Neighbourhood Watch

An application had been made for a grant to cover the cost of room hire at The Old Court House for quarterly meetings. It was **Proposed** by Councillor G. Davidson, **Seconded** by Councillor J. Eagles, and **Unanimously agreed**. (Councillor A. Shelton abstained).

(d) Bingham Rugby Union Football Club

An application had been received for a grant towards repairs to the Pavilion. This application was deferred to the next meeting as the Club's accounts had not been received.

(e) Toot Hill Academy

An application for funding towards the provision of creative activities for young people was deferred awaiting clarification on how the Academy is funded. Councillors felt that any funding should be restricted to young people resident in Bingham and that other sources should be approached first.

5.00 **CORRESPONDENCE:**

01 Notification of External Auditors

Councillors noted that the firm of Clement Keys of Birmingham had been appointed by the Audit Commission to act as External Auditors for the County.

02 Cemetery Fees and Charges 2008/2009

It was

RECOMMENDED that the amended charges which took effect on the 1st April, 2008, should be approved. **Proposed** by Councillor F. Kerry, **Seconded** by Councillor J. Eagles, and **Unanimously agreed**.

Continued...../

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

It was

RESOLVED that the public and press be excluded from the remainder of the meeting as publicity of business yet to be transacted will be prejudicial to the public interest as it involves receiving advice from outside sources.

1. STAFFING REVIEW

RECOMMENDATION that a staff review report be submitted to the next meeting of the Committee and endorsement of action taken regarding staff pay scales and hours of service.

It was **Proposed** by Councillor G. Davidson, **Seconded** by Councillor F. Kerry, and **Unanimously agreed**.

2. TOWN CLERK VACANCY

The deadline for receipt of applications is 28th April, 2008.

To date, approximately twenty application packs have been issued and one application received.

3. POLICY DOCUMENTS

It was agreed that all the Council's Policy Documents should be stored in a single location in the Town Office. A working party had met to review the Standing Orders, made recommendations and would present the Draft Standing Orders when all amendments had been typed up.

4. GRANTHAM ROAD COMMUNITY NOTICEBOARD

The Committee considered a report on damage that had been caused to this noticeboard.

The Committee

RECOMMENDED that the Clerk should obtain legal advice regarding a civil action. **Proposed** by Councillor G. Davidson, **Seconded** by Councillor J. Eagles, and **Unanimously agreed**.

5. HEALTH CENTRE

Councillors were very disappointed by the poor level of communication from the Nottinghamshire County Teaching Primary Care Trust regarding the alteration to the Health Centre process. The consequence of the amalgamation of the P.C.T's. was that the 'Tranche 2' development of Arnold/Bingham, previously agreed in December, 2007, had been put aside. It was not known at this stage where Bingham lies in the order of priorities for a new health centre, however, September, 2008, is the financial deadline for future projects. Although no news had been received from the Nottinghamshire County Teaching P.C.T., parallel consultations were taking place with Bingham user groups through Principia, the G.P. group.

The Committee

RECOMMENDED that a letter should be sent to Nottinghamshire County Teaching P.C.T. on behalf of Bingham residents and expressing the Council's regret and annoyance that proposals for a new health centre have been delayed beyond all expectations.

A letter should also be written to Principia asking for them to appoint a representative to attend a meeting with Bingham Town Council.

As there was no further business to transact, the meeting finished at 9.20 p.m.

CHAIRMAN

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Accounts for payment 15 April 2008

chq		
	8076 A Buckingham - fencing Carnarvon/Linear handrail/gravedigging	555.00
	8077 RBC - TEN licence	21.00
	8078 Heath Lambert - vehicle insurance	1,685.25
	8079 Henton & Chattell - Mower	683.14
	8080 Arrow Flexible Packaging - Dog poop bags	124.55
	8081 Peter Butcher - clerk's fees	5,226.65
	8082 Sercon Building Supplies - postcrete	24.96
	8083 Chandlers Oil & Gas - diesel oil	771.77
	8084 Belvoir Tree Services - Cem beech tree pruning	470.00
	8085 Petty cash	158.14
	8086 RBC - H/D allot rent, mower towing, trade waste	590.39
auto	Wages w2	883.22
		£11,194.07

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15 April 2008
Accounts paid

DD	Copier lease	Siemens Financial Services	182.95
DD	OCH elec bill	Eon	280.00
Auto	Wages w46	Wages w46	556.59
Auto	Wages w46	Wages w46	81.07
Auto	Wages w46	Wages w46	71.93
8034	Tax/NI M11	HMRC	1,068.17
8035	Superannuation M11	NCC	386.68
8035	Superannuation M11	NCC	67.14
8036	Christmas tree barriers	GAP Group	39.95
8037	Data Protection renewal	Information Commissioner	35.00
8038	Town News March	H Jarrow	110.00
8039	Cem elec bill	Eon	61.28
8040	Civic Award buffet	The Limehaus	490.00
8041	Audit fees	Hacker Young	1,028.13
auto	Wages w47/m11	wages w47/m11	2,900.68
auto	Wages w47/m11	wages w47/m11	76.63
auto	Wages w47/m11	wages w47/m11	574.42
8034	Tax/NI M11	HMRC	932.20
	Autopay charge	Nat West	7.00
8042	Installation of Xmas lights	Remco Signs	4,771.68
8043	OCH Gas	Eon	1,681.18
8044	Civic service refreshments	Bingham Methodist Church	60.00
8045	Copier charge	Reprotec Office Solutions	29.43
8046	Keyholding service	Lloyds TSB	39.95
8047	Bulbs	Handicentre(Bingham)	2.00
8047	keys/hooks/drills/trap	Handicentre(Bingham)	10.05
8048	Grant aid	Vale First Responders	200.00
Auto	Wages w47	Wages w47	738.69
Auto	Wages w47	Wages w47	81.33
Auto	Wages w47	Wages w47	559.22
DD	Mobile phone bill	BT	12.69
DD	Monthly broadband charge	Tiscali	17.99
8049	Butt Field project monitoring	Agrostis	2,120.88
8050	Pitch works	Blakedown	6,849.30
8051	Crossword prize	P Turner	10.00
8052	OCH alarm repair	Chubb Security	96.64
8053	New office PC & monitors	Basilica Computing	1,018.02
8054	RBC planning application fee	RBC	67.50
8055	Petty Cash Purchases	Petty Cash	50.00
Auto	Wages w48	Wages w48	100.13
Auto	Wages w48	Wages w48	72.79
Auto	Wages w48	Wages w48	601.46
DD	OCH elec bill	Eon	280.00
Auto	Wages w50	Wages w50	67.23
Auto	Wages w50	Wages w50	72.79
Auto	Wages w50	Wages w50	574.64
	forfeit interest	Nat West	1.78
8056	Dog poop bags	Arrow Packaging	124.55
8057	Fuel	Petty Cash	50.00

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8058	Removal of Xmas lights	Remco Signs	1,762.50
8059	Crow Close rent	Escritt & Barrell	175.00
8060	Keyholding service	Lloyds TSB	39.95
8061	new blades	Platts Harris	57.17
8062	Copier charge	Reprotec Office Solutions	34.79
8063	Mileage (litter picking)	B Gardner	60.00
8064	Town News	H Jarrow	110.00
8065	Workwear	Alexandra plc	28.08
8066	Tyre repair/disposal	ATS Euromaster	45.00
8067	Tree surgery Langtry gdns	Belvoir Tree Services	1,057.50
8068	Workwear	Handicentre(Bingham)	60.61
8068	Cleaning materials/roller blin	Handicentre(Bingham)	22.74
8068	Grease gun/gloves	Handicentre(Bingham)	24.23
8069	Bulk bags	Sercon	46.95
8070	Stationery	Viking Direct	173.88
8071	Lift call out	TES	70.50
8072	Telephone charges	BT	167.42
Auto	Wages w51	Wages w51	67.23
Auto	Wages w51	Wages w51	577.98
Auto	Wages w51	Wages w51	1,210.65
Auto	Wages w52	Wages w52	67.23
Auto	Wages w52	Wages w52	72.79
Auto	Wages w52	Wages w52	601.44
	8073 Tel/alarm charges	BT	110.30
	8074 Gravedigging charges	A Buckingham	555.00
	8075 Annual subscription	LCAS	305.00
Auto	Wages w1	Wages w1	933.77
			£37,840.80