

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, 16th April, 2013, at 7.15 p.m.**

PRESENT:

Councillor F. Purdue-Horan - Chairman
" J. Eagles
" Mrs. T. Kerry
" J. Stockwood
" Mrs. M. Stockwood

1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:

Apologies for Absence were received and accepted from Councillors M. Barham and A. Harvey.

2.00 DECLARATIONS OF INTEREST:

Councillor Eagles declared an interest in Folio 6986, Item 13, B.R.E.A.D. grant application.

3.00 MINUTES:

The Minutes of the meeting held on the 19th February, 2013, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

01 Matters Arising (including Action Points)

Refer to Action Points, Appendix 'A', attached. Noted.

4.00 BUDGET REPORT 'A':

The Clerk answered any queries in relation to budget monitoring up to the 31st March, 2013, noting N.C.C. income for grass-cutting miscoded to Recreation rather than Depot. The figures were not year-end figures as year-end adjustments still had to be made. It was

RECOMMENDED to approve budget monitoring up to the 31st March, 2013.

5.00 ACCOUNTS FOR PAYMENT - REPORT 'B':

Accounts for payment were presented and it was agreed to

RECOMMEND approval.

6.00 ACCOUNTS PAID - REPORT 'C':

Accounts paid since the last meeting were presented and it was agreed to

RECOMMEND approval.

Continued 

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, 16th April, 2013**, at 7.15 p.m.
continued

7.00 BANK LINE PAYMENTS - REPORT 'D'

A summary of bank line payments were presented and it was agreed to **RECOMMEND** approval.

8.00 RISK MANAGEMENT POLICY REVIEW - UPDATE:

The Clerk confirmed that this was on-going.

9.00 GRANT AID:

01 Bingham Neighbourhood Watch

An application for grant aid for the Bingham Safety Fair had been received, and it was agreed to

RECOMMEND that a donation be made of £600.00.

10.00 UPDATE FROM THE CONSTITUTION AND COMMITTEE REVIEW WORKING GROUP - REPORT 'E':

The Chairman gave an update on the meeting held immediately prior to the Policy & Resources Committee meeting, and it was agreed to amend the recommendation included within the notes of the meeting held on the 5th February, 2013, to the following:-

"It was agreed that with effect from the 2013 Civic Year, and for a trial period of six months, a Committee which followed on from a Planning Committee would start at 7.15 p.m. or immediately after the Planning Committee had finished, rather than 7.30 p.m. as is current practice; i.e. the earliest time a follow-on meeting would start is 7.15 p.m."

It was agreed to

RECOMMEND APPROVAL.

11.00 NOTTINGHAMSHIRE COUNTY COUNCIL LAND ADJACENT TO WYNHILL:

The Chairman confirmed that Nottinghamshire County Council was reviewing its land and whether or not it could be disposed of, and, if so, the market value of the land.

Continued.....

Minutes of a meeting of the **Policy & Resources Committee**
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continued

12.00 UPDATE RE NETWORK RAIL'S REQUEST FOR UTILISATION OF BINGHAM TOWN COUNCIL LAND IN PROVISION OF A FOOTBRIDGE OVER THE RAILWAY LINE:

The Chairman confirmed that both he and the Clerk had met a Network Rail representative in relation to land near to Bingham Station. No further communications had been received from Network Rail in relation to any firm proposals.

13.00 REPORT FROM COMMUNITY BUILDING WORKING GROUP RE. B.R.E.A.D. GRANT APPLICATION:

This item was moved to Confidential Business

14.00 CORRESPONDENCE:

01 RCAN Membership

This item was deferred to the next meeting.

02 Ruscliffe Borough Council

A letter which had been received from Rushcliffe Borough Council re. Rushcliffe Strategic Housing Land Availability Assessment (SHLAA) 2012 was noted. Information is available on <http://www.rushcliffe.gov.uk/planningpolicy/localdevelopmentframework/supportingstudies/strategiclandavailabilityassessment/>

15.00 CONFIDENTIAL BUSINESS

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

PRIOR TO THE COMMENCEMENT OF THE FOLLOWING BUSINESS, THE FOLLOWING RESOLUTION WAS PROPOSED, SECONDED AND CARRIED:

"In view of the confidential nature of the business about to be transacted, the Press and public be excluded from the remainder of the meeting."

The following items were discussed:-

01 STAFFING MATTERS

02 REPORT FROM C.B.W.G. RE. B.R.E.A.D. GRANT APPLICATION

As there was no further business to discuss, the meeting closed at 9.05 p.m.


CHAIRMAN

Date: 18/6/13

Minutes of a meeting of the **Policy & Resources Committee**
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continued.....

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.	On-going
	Tenants' rent review	Agenda item for future meeting.
	Town Pavilion	Review of lease and rent review.
6701	Consideration of business cards for Town Councillors.	On-going.
6774	Butt Field Access Road and Car Park.	Completed
6774	Risk Management Review	On-going.
6775	Constitution and Committee Structure Review.	On-going.

REPORT A cont.

BAL B.FWD	Receipts			Payments			Net Variance
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
	15	0	-15	1265	850	415	400
Community Promotion	5,000.00	7,095.46	2,095.46	20,450.00	21,775.29	-1,325.29	770.17
Recreation	4,187.00	4,246.39	59.39	23,175.00	21,674.39	1,500.61	1,560.00
Allotment	1,000.00	1,212.50	212.50	1,375.00	856.76	518.24	730.74
Cemetery	5000	10,465.00	5,465.00	4,280.00	6,463.52	-2,183.52	3,281.48
Environment	0.00	0.00	0.00	6,090.00	5,662.24	427.76	427.76
Depot	1350	-249.42	-1,599.42	77,050.00	56,359.01	20,690.99	19,091.57
Finance	500.00	198.02	-301.98	119,600.00	115,105.27	4,494.73	4,192.75
OCH	10,400.00	12,213.68	1,813.68	27,350.00	28,108.91	-758.91	1,054.77
TOTALS	27,452.00	35,181.63	7,729.63	280,635.00	256,855.39	23,779.61	31,509.24

Precept	253,183.00	253,183.00	0.00	0.00	0.00	0.00	0.00
Mayors Charity	0	329.01	0	0	0.00	0.00	329.01

Reserves	Receipts			Payments		
	Budget	Actual	Variance to budget	Budget	Actual	Variance to budget
Risk Management	1,000.00	2,500.00	0	0.00	0	0
OCH Capital	1,300.00	2,000.00	0	0.00	0	0
Depot	10,892.82	6,000.00	0	0.00	0	0
Allotment	0.00	0.00	0	0.00	0	0
Environment	0.00	500.00	0	0.00	0.00	0
General Reserve	151666.84	0.00	0	0.00	7271.6	-7271.6
Promotion	0.00	0.00	0	0.00	0	0
Recreation	0.00	24,784.48	18784.48	0.00	12851.00	-12851
Cemetery	0.00	0.00	0	0.00	0.00	0
Community Capital	1,000.00	500.00	0	0.00	0	0
Property Land	19,954.26	25,306.30	2306.3	0.00	6,841.85	-6841.85
Capital Total	185,813.92	61,590.78	21,090.78	0.00	26,964.45	-26,964.45

GRAND TOTAL	185,813.92	67,952.00	97,101.42	280,635.00	283,819.84	-3,184.84	252,278.50
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summary

BINGHAM TOWN COUNCIL
BUDGET MONITORING
31st March 2013

INCLUDES ACCRUALS FROM 2011/2012

Mar-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 Mainte	1	0.00		0.00	700.00	350.00	350.00	350.00
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	0.00	0.00
Community		<u>15.00</u>	<u>0.00</u>	<u>-15.00</u>	<u>1,265.00</u>	<u>850.00</u>	<u>415.00</u>	<u>400.00</u>
Promotions								
		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Town Fair	5	4,000.00	4,121.16	121.16	7,500.00	6,466.62	1033.38	1,154.54
Christmas Fat	6	1,000.00	2,037.80	1037.8	2,500.00	3004.2	-504.20	533.60
Christmas Ugl	7	0.00		0	6,500.00	7,933.55	-1433.55	-1,433.55
Other Promot	8	0.00	936.50	936.5	2,500.00	2583.92	-83.92	852.58
Web Site	9	0.00		0	250.00	0	250.00	250.00
Town News/b	10	0.00		0	1,200.00	1787	-587.00	-587.00
Town Guide/l	11	0.00		0.00	0.00		0.00	0.00
Promotions		<u>5,000.00</u>	<u>7,095.46</u>	<u>2,095.46</u>	<u>20,450.00</u>	<u>21,775.29</u>	<u>-1325.29</u>	<u>770.17</u>
Recreation								
		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Play Area/Op	12	0.00	1,517.10	1517.1	5,000.00	5893.89	-893.89	623.21
Fees	13	0.00	0.00	0	0.00	0.00	0.00	0.00
Rent	14	1,000.00	1,000.00	0	175.00	0	175.00	175.00
Sports Pitch M	15	3,067.00	1,533.50	-1533.5	12,000.00	9780.5	2219.50	686.00
Wayleaves	16	120.00	195.79	75.79	0.00	0	0.00	75.79
P3	77	0.00	0.00	0	0.00		0.00	0.00
Trs. To Recreation Reserve		0.00	0.00	0	6,000.00	6000	0.00	0.00
Recreation		<u>4,187.00</u>	<u>4,246.39</u>	<u>59.39</u>	<u>23,175.00</u>	<u>21,674.39</u>	<u>1500.61</u>	<u>1,560.00</u>
Allotments								
		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Allotment Rei	17	1,000.00	1,212.50	212.5	375.00	375.00	0.00	212.50
Water Charge	18	0.00	0.00	0	500.00	289.21	210.79	210.79
Maintenance	19	0.00	0.00	0	500.00	192.55	307.45	307.45
Allotments		<u>1,000.00</u>	<u>1,212.50</u>	<u>212.50</u>	<u>1,375.00</u>	<u>856.76</u>	<u>518.24</u>	<u>730.74</u>
Cemetery								
		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Rates	20	0.00	0.00	0	530.00	551.25	-21.25	-21.25
Water/dralna	21	0.00	0.00	0	250.00	197.53	52.47	52.47
Grave Digging	22	0.00	0.00	0	1,500.00	1,740.00	-240.00	-240.00
Electricity	23	0.00	0.00	0	500.00	133.87	366.13	366.13
Maintenance	24	0.00	166.00	166	500.00	2,632.73	-2132.73	-1,966.73
Memorials &	25	5,000.00	10,299.00	5299	1,000.00	1208.14	-208.14	5,090.86
Cemetery		<u>5000.00</u>	<u>10465.00</u>	<u>5465.00</u>	<u>4280.00</u>	<u>6463.52</u>	<u>-2183.52</u>	<u>3281.48</u>
Environment								
		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
General Main	26	0.00	0.00	0	640.00	417.00	223.00	223.00
Town Floral C	27	0.00	0.00	0	4,500.00	4299.2	200.80	200.80
Litter & Dog t	28	0.00	0.00	0	450.00	446.04	3.96	3.96
Trans to Environ. Reserve		0.00	0.00	0	500.00	500.00	0.00	0.00
Environment		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,090.00</u>	<u>5,662.24</u>	<u>427.76</u>	<u>427.76</u>

BINGHAM TOWN COUNCIL
BUDGET MONITORING
31st March 2013

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	5,271.81	-1271.81	-1,271.81
Depot MaInte	30	0.00		0	250.00	291.54	-41.54	-41.54
Mobile phone	31	0.00		0	200.00	99.98	100.02	100.02
Alarm	32	0.00		0	300.00	200.30	99.70	99.70
Hand tools &	33	0.00		0	100.00	102.79	-2.79	-2.79
Clothing	34	0.00		0	400.00	466.63	-66.63	-66.63
Wages	35	0.00		0	61,000.00	39618.67	21381.33	21,381.33
Vehicle Tax/ir	36	0.00		0	1,500.00	1112.53	387.47	387.47
Fuel	37	0.00		0	3,300.00	3194.76	105.24	105.24
Trans to Dept	38	0.00		0	6,000.00	6000	0.00	0.00
Grass Cutting	39	1,350.00	-249.42	-1599.42	0.00	0.00	0.00	-1,599.42
Depot		1,350.00	-249.42	-1,599.42	77,050.00	56,359.01	20690.99	19,091.57
Finance		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Salaries Inc Er	40	0.00	4.00	4	73,000.00	69,901.35	3098.65	3,102.65
Audit	41	0.00		0	2,000.00	1035	965.00	965.00
Office Expens	42	0.00	55.75	55.75	5,500.00	4,770.94	729.06	784.81
Subscriptions	43	0.00			2,500.00	4,529.19	-2029.19	-2,029.19
Travel/mileag	44	0.00			400.00	27.80	372.20	372.20
Civic Expense	45	0.00			2,500.00	1,224.57	1275.43	1,275.43
Insurance	46	0.00			3,500.00	3,124.94	375.06	375.06
Advertising	47	0.00		0	700.00	174.80	525.20	525.20
Grant Aid	48	0.00	50.00	50	4,000.00	1,466.76	2533.24	2,583.24
Trans to Prop	49	0.00		0	23,000.00	23,000.00	0.00	0.00
Trans to Risk	50	0.00			2,500.00	2,500.00	0.00	0.00
Elections	51	0.00			0.00	3,349.92	-3349.92	-3,349.92
Investment In	52	500.00	88.27	-411.73	0.00	0.00	0.00	-411.73
Finance		500.00	198.02	-301.98	119,600.00	115,105.27	4,494.73	4,192.75
Precept	76	253,183.00	253,183.00	0	0.00	0.00	0.00	0.00
Old Court House		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Caretakers w/	53	0.00		0	5,600.00	5,073.25	526.75	526.75
Insurance	54	0.00		0	1,600.00	1562.47	37.53	37.53
Water rates	55	0.00		0	750.00	652.36	97.64	97.64
Non domestic	56	0.00		0	5,500.00	5,400.00	100.00	100.00
Gas/Elec	57	0.00		0	5,000.00	6,154.70	-1154.70	-1,154.70
Repairs & Ma	58	0.00	45.00	45	5,000.00	5,916.13	-916.13	-871.13
Equipment	59	0.00		0	400.00	0.00	400.00	400.00
Trans to OCH	60	0.00		0	2,000.00	2,000.00	0.00	0.00
Civil ceremon	61	150.00	585.00	435	1,500.00	1,350.00	150.00	585.00
Tenants rents	62	8,500.00	10,309.68	1809.68	0.00	0.00	0.00	1,809.68
Room hire	63	1,750.00	1,274.00	-476	0.00	0.00	0.00	-476.00
Old Court House		10,400.00	12,213.68	1,813.68	27,350.00	28,108.91	-758.91	1,054.77
Check to Precept submitted		27,452.00	35,181.63	7,729.63	280,635.00	256,855.39	23779.61	31,509.24
					253,183.00			
Miscell Mayo	81		329.01	0.00	0.00	0.00	0.00	329.01

REPORT 'B'

Minutes of a meeting of the **Policy & Resources Committee**
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continued.....

ACCOUNTS FOR PAYMENT:

Accounts presented 16 April 2013

Autopay	wages w2	Wages w2	£ 310.65
Bankline	Superann M12	NCC Pension Fund	£ 1,192.13
Bankline	LH AVC's M12	Prudential	£ 100.00
Bankline	keyholding	Gener8 Finance	£ 159.60
Bankline	OCH lift insurance	Allianz	£ 361.07
			<u>£ 2,123.45</u>

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continued.....

Accounts Paid 16 April 2013

Cheque No	Description	Supplier	Total
Bankline	Workwear	MG Safety Ltd	32.40
Autopay	WAGES W46	WAGES W46	83.18
Autopay	WAGES W46	WAGES W46	81.28
Autopay	WAGES W46	WAGES W46	324.65
9621	Grave digging fees	A Buckingham	190.00
Autopay	WAGES W47/M11	WAGES W47/M11	3,277.75
Autopay	WAGES W47/M11	WAGES W47/M11	1,434.07
Autopay	WAGES W47/M11	WAGES W47/M11	91.28
DD	Copier lease payment	Siemens Financial Servicesq	239.40
DD	Monthly broadband charge	Talk Talk	15.31
DD	BANKLINE CHARGES	Nat West	21.65
DD	Water bills	Severn Trent Water	201.82
DD	Water bills	Severn Trent Water	106.34
DD	Bank charges	Nat West	9.06
DD	Trade Waste collection	Wastecycle Ltd	133.78
DD	Tractor Lease	BNP Paribas	582.00
DD	OCH Gas/Elec Bill	Utility Warehouse	949.19
DD	Cem Elec bill	Utility Warehouse	76.66
AUTOPAY	WAGES W48	WAGES W48	83.18
AUTOPAY	WAGES W48	WAGES W48	81.28
AUTOPAY	WAGES W48	WAGES W48	274.98
9622	PAYE M11	HMRC	952.13
9622	PAYE M11	HMRC	709.71
9623	Superann M11	NCC Pension Fund	1,067.44
9623	Superann M11	NCC Pension Fund	82.80
9624	Stationery	Viking Direct	73.93
9626	PAT TESTING	Patco Events Ltd	222.78
9627	Cem tap repair	Rowlson Plumbing & Heating Services	140.50
9625	Civic Reception refreshments	Creative Flavours Catering Ltd	360.00
9628	Wall repairs Cherry Street	P Selby	1,750.00
9628	Church Wall repairs	P Selby	280.00
9628	Carnarvon P area fence repairs	P Selby	310.00
9629	LH AVC's	Prudential	200.00
AUTOPAY	WAGES W49	WAGES W49	83.18
AUTOPAY	WAGES W49	WAGES W49	91.28
AUTOPAY	WAGES W49	WAGES W49	274.98
Bankline	Copier charge	Reprotec Connect For	162.24
Bankline	Repair & maint materials	Handicentre (Bingham) Ltd	22.15
Bankline	Tractor repairs/parts	B & B Tractors Ltd	197.40
Bankline	Fuel Account	Allstar Business Solutions	144.61
Bankline	Stationery	Viking Direct	147.06
Bankline	Town clock repair	Good Directions	258.00
Bankline	Supply of road salt	NCC	50.00
Bankline	Tyre repair/parts	ATS Euromaster Ltd	130.85

Continued...../

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continued.....

Bankline	Unmetered supply - Christmas Lights	Eon	214.78
Bankline	Grant aid	Bingham Cricket Club	350.00
Autopay	WAGES W50	WAGES W50	83.18
Autopay	WAGES W50	WAGES W50	81.28
Autopay	WAGES W50	WAGES W50	324.45
9630	Printing of flyer	Toot Hill School	210.00
9631	Civic Awards certificate	Bart Luckhurst	22.50
9632	Best Kept Village Competition entry	CPRE	8.00
9633	Play questionnaire prize vouchers	L Holland	60.00
autopay	WAGES W51	WAGES w51	91.28
autopay	WAGES W51	WAGES w51	1,434.07
autopay	WAGES W51	WAGES w51	3,153.87
DD	Monthly broadband charge	Talk Talk	15.31
DD	BANKLINE CHARGES	Nat West	18.16
DD	Dog bin emptying	RBC	163.02
DD	Telephone charges	BT	206.33
DD	Alarm charges	BT	63.11
DD	Alarm charges	BT	63.12
DD	Trade Waste collection	Wastecycle Ltd	49.78
DD	Bank charges	Nat West	7.96
DD	OCH Gas/Elec Bill	Utility Warehouse	887.07

SUB TOTAL **31,210.01**

2013/2014

Bankline	Butt Field Access Road	Lawson Road Planing Ltd	54,168.00
Bankline	Butt Field Access Road	WR Landscapes	12,141.00
Bankline	copier charge	Reprotec	55.96
Bankline	Handicentre Ltd	repair/maint materials	113.94
Bankline	Handicentre Ltd	repair/maint materials	21.76
Bankline	RBC	Allotment rent	375.00
Bankline	WPS	Vehicle insurance	918.88
9634	Bingham Town News	The Print Quarter	136.00
9635	HMRC	PAYE M12	1,671.95

SUB TOTAL **69,602.49**

TOTAL 100,812.50

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continued.....

BANK LINE TRANSACTIONS - SUMMARY OF BANK LINE PAYMENTS:

SUPPLIER'S NAME	£ p	DATE OF PYMT	NATWEST PYMT. REF.	OFFICER'S INITIALS
REPROTEC	43.44	21.03.13	148077286	LH
REPROTEC	118.80	21.03.13	148084022	LH
HANDICENTRE	22.15	21.03.13	148077899	LH
B & B TRACTORS	197.40	21.03.13	148078194	LH
ALLSTAR BUSINESS SOLUTION	144.61	21.03.13	148078412	LH
VIKING PAYMENTS	147.06	21.03.13	148078727	LH
GOOD DIRECTIONS	258.00	21.03.13	148079596	LH
NOTTS CC	50.00	21.03.13	148080454	LH
ATS EUROMASTER	130.85	21.03.13	148080971	LH
EON	214.78	21.03.13	148081459	LH
BINGHAM CRICKET CLUB	350.00	21.03.13	148082016	LH
LAWSON ROAD PLANING	20,000.00	12.04.13	150674483	LH
LAWSON ROAD PLANING	20,000.00	15.04.13	150675344	LH
LAWSON ROAD PLANING	14,168.00	16.04.13	150676070	LH
WR LANDSCAPES	12,141.00	11.04.13	150668638	LH
REPROTEC	55.96	11.04.13	150671034	LH
HANDICENTRE	113.94	11.04.13	150670257	LH
HANDICENTRE	21.76	11.04.13	150670257	LH
RBC	375.00	11.04.13	150669358	LH
WPS INSURANCE	918.88	11.04.13	150668897	LH
	69471.63			

INPUTTING TRANSACTION

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, 16th April, 2013**, at 7.15 p.m. continued.....

DATE AND TIME OF MEETING:	5th February 2013 7.30pm	
NATURE OF MEETING:	CONSTITUTION & CTTEE. REVIEW WORKING GROUP	
IN ATTENDANCE:	Councillors J. Eagles; M. Stockwood; F. Purdue-Horan; J. Stockwood; M. Barham; G. Davidson & T. Fox	
DECLARATIONS OF INTEREST:	None	
		TO BE ACTIONED BY
1.	Apologies – Cllrs. A. Harvey, T. Kerry,	
2.	Suggestions from Cllrs. ARH; GD & JS had been submitted. It was considered that ARH's suggestion would over complicate the matter; therefore the other 2 ideas were discussed at length.	
3.	It was agreed that with effect from 2013 Civic Year that a Committee which followed on from a Planning Committee would start immediately that the Planning Committee had finished rather than 7.30pm as is current practice.	P & R for recommendation
4.	Cllr. MB to draft a questionnaire for completion by members in relation to number of committees; number of members per committee and whether or not The Mayor and Deputy Mayor should have voting rights.	MB
5.	Decisions of the working group to go to all committees for their consideration and comments.	
6.	Date of next meeting : tbc	

DATE AND TIME OF MEETING:	16th April 2013 6.00pm	
NATURE OF MEETING:	CONSTITUTION & CTTEE. REVIEW WORKING GROUP	
IN ATTENDANCE:	Councillors J. Eagles; M. Stockwood; F. Purdue-Horan; J. Stockwood; G. Davidson & T. Kerry	
DECLARATIONS OF INTEREST:	None	
		TO BE ACTIONED BY
1.	Apologies – Cllrs. A. Harvey, M. Barham,	
2.	Notes of the previous meeting held 5 th February 2013 were agreed.	
3.	The results of the questionnaire sent to Councillors were reviewed. Amendments were made in relation to Cllr. A. R. Harvey's comments as they had been misinterpreted. Results re Q1 = Yes 7; No 5; No reply 2	
4.	There was a lengthy discussion re the number of committees; committee business and actual cycle of meetings.	
5.	Committee Structure – agreed to report to Statutory Annual Meeting that the situation was on-going; the workload of the committees would be monitored during the first half of the Civic Year 2013. Committees to consider proposed workload for forthcoming year.	
6.	Date of next meeting : tbc	

Continued...../

REPORT 'E' continued.....

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, 16th April, 2013**, at 7.15 p.m.
continued.....

BINGHAM TOWN COUNCIL
COMMITTEE STRUCTURE CONSULTATION

SUMMARY OF RESPONSES RECEIVED

Q 1 – Change Committee Structure		
YES	NO	No reply or other response
8*	5	1

*Cllr Harvey supports a change, but not the kind suggested.

Q 2 – Change number of Committees as proposed		
Yes	No	No reply or other response
10	1	3

Q 3 – Should the Mayor & Deputy Mayor have voting rights on all Committees		
YES	NO	No reply or other response
9	3	1

Q 4 – How many members per Committee			
Six Cllrs	Seven Cllrs	Eight Cllrs	No reply or other response
5	3	1	5