

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 16 December 2008, at 7.00 p.m.**

PRESENT:

Councillor F. Purdue-Horan – Chairman
“ F. Kerry
“ J. Eagles
“ A. Shelton

DECLARATIONS OF INTEREST:

Declarations of Interest were received from Councillors F Purdue Horan and A Shelton as Bingham Twinning Association members

APOLOGIES:

Apologies were received from Councillors Mrs. M. Stockwood and G. Davidson

1.00 MINUTES:

The Minutes of the meeting held on the 28 October 2008, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

2.00 BUDGET REPORT 'A':

The budget position as at 30 November 2008, was presented and approved. The Clerk provided an explanation of the budget totals..

3.00 ACCOUNTS FOR PAYMENT:

Accounts were presented for payment and approved. (See Appendix 1).

4.00 ACCOUNTS PAID:

Accounts paid since the last meeting were presented and approved. (See Appendix 2).

5.00 REVISION OF ALL FEES AND CHARGES

Consideration was given with regard to Cemetery and Allotment charges. It was agreed to recommend to Full Council that there should be no increase in the Cemetery or Allotment charges. The Clerk confirmed that allotment tenants would be invoiced from 1 January – 31 March 2009 and then again from 1 April – 31 March 2010.

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6.00 BUDGET 2009/2010

Consideration was given to the Policy & Resources Budgets for Finance, Depot and Old Court House. Following brief discussion, the budgets were confirmed as follows:

Depot	Budget 2008/2009	Budget 2009/2010
<u>Expenditure</u>		
Equipment		
Service/Maintenance	8500	8000
Depot Maintenance	225	225
Mobile Telephones	350	350
Alarm	300	300
Tools/Small Equipment	75	75
Clothing	420	420
Wages	61500	51500
Vehicle Tax/Insurance	2350	3000
Fuel	<u>2800</u>	<u>3300</u>
	76520	67170
<u>Less income</u>		
Grass cutting	-1350	-1350
Total	75170	65820

It was agreed that if there was a need to replace the works vehicle, funding would come from the Reserves.

Finance	Budget 2008/2009	Budget 2009/2010
<u>Expenditure</u>		
Salaries inc NI/Superann	57000	55000
Audit	1500	4000
Office expenses	3650	5000
Subscriptions/Training	2500	2500
Travel/Mileage	400	400
Civic Expenses	1700	2200
Insurance	3750	3900
Advertising	300	300
Grant Aid/S137	5000	5000
Elections	<u>0</u>	<u></u>
	75800	78300
Less Income		
Investments	-10000	-3000
Total	65800	75300

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Old Court House	Budget 2008/2009	Budget 2009/2010
<u>Expenditure</u>		
Caretaker	4650	4800
Insurance	1300	1800
Water rates	775	775
Non domestic rates	7650	8000
Gas/electricity	4500	5000
Repairs/maintenance	4000	5000
Equipment	550	400
Civil Ceremony Licence	_____	<u>1200</u>
Less income		
Rents	-9000	-9000
Civil Ceremonies		
Hirings	<u>-1500</u>	<u>-2000</u>
Total	12925	15975

All other committee budgets were considered. A quote for CCTV was taken under Private & Confidential matters. There had been some minor alterations since the committee meetings.

The following budget was agreed:

	Budget 2008/2009	Budget 2009/2010
<u>Revenue</u>		
Allotments	950	950
Cemetery	105	-395
Community	850	850
Depot	75170	65820
Environment	5040	6300
Finance	65800	75300
Old Court House	12925	15975
Promotion	14330	15080
Recreation	3790	4790
	178960	184670

This represents an increase of 3.2%. Agreed to recommend to Full Council a precept of £184,670 for 2009/2010

There was brief discussion as a result of an informal meeting of Policy & Resources members on 12 December 2008 and it was **agreed to recommend to Full Council** to write to Rushcliffe Borough Council requesting a maximum of £120,000 to be released from the community Chest to cover Health & Safety implications which arose from the discovery of Contaminated Lane at the entrance to Butt Field. ~this arose after Bingham Town Council had committed £100,000 to the Butt Field Project.

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7.00 OLD COURT HOUSE

Recommend to Full Council to:

- renew Civil Ceremonies Licence at a cost of £1200
- increase hire charges by 50% ie commercial rate increased to £15 per hour for Council Chamber, £9 per hour for Meeting Room. All other criteria based on above figures

8.00 GRANT AID

Recommend to Full Council to:

- Grant the sum of £190.63 to Friends of Linear Park to cover insurance costs
- Defer Bingham Twinning Association application until Full Council meeting in order to obtain further information on expenses and funds available
- Grant the sum of £350 to Vale First Responders

9.00 SUBSCRIPTIONS

Recommend to Full Council to renew the following subscriptions:

- Society of Local Council Clerks - £187
- CPRE – £28
- Local Council Advisory Service - £305

10.00 REFERRAL FROM OTHER COMMITTEES & WORKING GROUPS

Refer to Full Council with no further recommendations, the request to seek approval to incur £1500 costs to obtain a detailed plan for a community centre.

11.00 APPOINTMENT OF INTERNAL AUDITOR

Longley & Co quoted £1500. Awaiting two further quotes. Agreed to recommend to Full Council acceptance of a quote up to a maximum of £1500.

12.00 CORRESPONDENCE

1. Letter received regarding the planting of a memorial tree in Bingham Cemetery. Agreed in principle, however it was felt that the School grounds would be a more appropriate location. Clerk to speak to relatives and refer to Full Council.
2. Bill from Eon for £4839.43 in relation to electricity supply at Skateboard park. Clerk confirmed that she had met with an Eon employee on site in Aug/Sept and it had been confirmed that there was no service and that the account would be cancelled.
3. Letter received from Notts Fire & Rescue Service regarding Revenue Budget and Council Tax 09/10. Noted
4. Consultation document from DCLG on Communities in Control. Noted

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13.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

"That the Press and public be excluded from the remainder of the meeting as publicity of the matters yet to be discussed are prejudicial to the public interest by reason of the confidential nature of the business about to be transacted."

The following matters were discussed:-

- 01 Civic Awards
- 02 CCTV

As there was no further business to transact, the meeting finished at 8.55 p.m.

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CHAIRMAN

Date:

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Accounts Presented 16 December 2008

Chq		
	8383 HSSP Architects Ltd- Butt Field fees	5,750.00
	8384 A Buckingham - gravedigging	120.00
	8385 Prudential - LH AVCs	200.00
	8386 BT - tel charges	308.90
	8387 M Heaton - Christmas Fair entertainer	396.00
	8388 The Patco - Christmas Fair lighting	667.00
	8389 Remco Signs - new small LEDs/installation	6,223.98
	8390 Handicentre (Bingham) Ltd - repair/maint materials	143.34
	8391 AST Systems Ltd - access system repair	208.09
	8392 GAP Group - hire of barriers	38.07
	8393 MG Safety - workwear	24.62
	8394 Ken Waller Market Stalls - hire of Fair stalls	1,236.00
	8395 HM Jarrow - Town news	110.00
Auto	Wages M9	4,165.89
		<u>19,591.89</u>

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Accounts Paid 16 December 2008

Cheq. No.

DD	Mobile phone bill	O2	15.43
DD	Monthly broadband charge	Tiscali	17.99
DD	OCH elec bill	Eon	280.00
DD	RBC	non domestic rates	647.00
8310	Fuel	Petty Cash	65.00
8310	Postage/consumables/diary	Petty Cash	48.20
8310	Civic Service flowers	Petty Cash	13.00
	Bank Charges	Nat West	60.69
8311	Additional insurance premium	Heath Lambert	252.47
8312	Clerk's training session	NALC	25.00
8313	LH AVC's	Prudential	100.00
8314	Civic service buffet	Mrs J Marshall	150.00
8315	Play equip parts	Proludic Ltd	108.79
8316	Flower tower	Plantscape	164.50
8317	New Christmas lights	Remco Signs	3,628.40
Auto	Wages w31	Wages w31	722.57
Auto	Wages w31	Wages w31	87.01
Auto	Wages w31	Wages w31	73.72
8318	Grave digging	A Buckingham	120.00
DD	Mobile phone bill	O2	8.21
DD	Payment on Ransomes mower	HFGL Ltd	58.75
DD	2nd payment on Ransomes mower	HFGL Ltd	569.88
DD	Monthly broadband charge	Tiscali	17.99
DD	non domestic rates	RBC	647.00
8319	Grant aid	Mencap	100.00
8320	Grant aid	RHQ Mercian	100.00
8321	Fuel	Petty Cash	39.45
8321	Windows	Petty Cash	20.00
8321	Postage	Petty Cash	16.20
8322	Tax/NI M7	HMRC	972.64
8322	Tax/NI M7	HMRC	1,317.82
8323	Butt Field Arch fees	HSSP Architects	4,700.00
8324	Grave digging	A Buckingham	120.00
8325	Best Kept Village sign install	B Maltby & Co	146.88
8326	Superannuation M7	NCC	983.22
8326	Suprannuation M7	NCC	75.36
8327	Diesel oil	Chandlers Oil & Gas	569.41
8328	Copier charge	Reprotex Office Solutions	38.53
8330	Dog poop bags	Arrow Packaging	158.62
8330	Black sacks	Arrow Packaging	128.07
8331	Lift call out/repair	TES	172.73
Auto	Wages w32	Wages w32	705.40
Auto	Wages w32	Wages w32	129.42
Auto	Wages w32	Wages w32	93.72
8329	Butt Field fencing	Midway Fencing	40,120.69
DD	Copier lease	Siemens Financial Services	273.11
DD	OCH elec bill	Eon	280.00
8332	Tractor parts	Platts Harris	218.35
8333	Santas Grotto signs	Timberland Sheds ltd	20.00
8334	Mayor's Charity donation	Muscular Dystrophy Campaign	152.00

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8335	Remembrance Wreath	Royal British Legion	16.50
8337	Repair of n/board	P Selby	90.00
8337	Repair of mess room roof	P Selby	90.00
Auto	Wages w33	Wages w33	705.20
Auto	Wages w33	Wages w33	79.30
Auto	Wages w33	Wages w33	103.60
8338	Accounts support fees	Ian Lockwood	187.50
8339	Keyholding service	RBS Invoice Finance Ltd	39.95
8340	Install new fence adj railway	Network Rail	10,575.00
8341	Play equip parts	Wicksteed Leisure	304.71
8342	CUPRINOL/BRUSHES	Handicentre(Bingham)	43.93
8342	CLEANING MATERIALS	Handicentre(Bingham)	6.80
8342	CEM MAINT MATERIALS	Handicentre(Bingham)	40.18
8343	OCH gas	Eon	259.26
8343	Cem elec	Eon	72.24
8344	SDU contract update	Cannon Hygiene	112.05
8345	Crossword prize	Mr B Newman	20.00
8346	Christmas Fair posters	Universal Poster service	159.80
8347	Butt Field VATconsultancy fees	County VAT Consultancy	18.75
8348	Web hosting	D Rodgers	104.88
8349	Christmas Fair Santas gifts	C Pegg	104.88
Auto	Wages w34/M8	Wages w34/M8	3,760.83
Auto	Wages w34	Wages w34/M8	238.65
Auto	Wages w34	Wages w34/M8	1,518.52
8350	Grant aid - church clock	Bingham Parish Church	1,000.00
	Bank Charges	Nat West	57.91
Auto	Wages w35	Wages w35	854.39
Auto	Wages w35	Wages w35	89.76
Auto	Wages w35	Wages w35	96.08
8358	Christmas Fair First Aid	St Johns Ambulance	50.00
8359	Christmas Fair Band	Newark Town Band	150.00
8360	Mayor's Christmas cards	G Davidson	25.25
8361	Crossword prize	Ms A Adkins	20.00
8362	workwear	Sercon	11.63
8363	Christmas trees	D & R Simmons	585.15
8364	Grave digging re Hubbard	A Buckingham	120.00
8365	Mileage (litter picking)	B Gardner	67.20
8366	Christmas Fair flyer	The Print Quarter	416.00
8367	Allot rental refund	S Falconer	16.00
8368	Allot rental refund	Mr J Wain	16.00
8369	Allot rental refund	Mr C Simpson	16.00
8370	Allot rental refund	Mr D Abbey	16.00
8371	Allot rental refund	Mr B Jackson	16.00
8372	Allot rental refund	Mr R Wood	16.00
8373	Allot rental refund	Mr R Trivett	16.00
8374	Allot rental refund	Mrs J Williams	16.00

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8375	Allot rental refund	Mr R Burford	16.00
8376	Allot rental refund	Mrs J Barker	16.00
8377	Allot rental refund	Ms T Bainbridge	16.00
8378	Allot rental refund	Mrs J Moseley	16.00
8379	Allot rental refund	Mrs S Aldridge	8.00
8380	Allot rental refund	Mrs B Dalley	16.00
8381	Superannuation M7	NCC	1,160.53
8381	Superannuation M7	NCC	108.02
8382	Tax/NI M7	HM Revenue & Customs	1,168.34
8382	Tax/NI M7	HM Revenue & Customs	1,894.62
8382	Tax/NI M7	HM Revenue & Customs	27.00
Auto	Wages w36	Wages w36	844.81
Auto	Wages w36	Wages w36	81.86
Auto	Wages w36	Wages w36	105.78
			87,336.08