

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, 8th December, 2015**, at **7.00 p.m.**

PRESENT:

Councillor A. Harvey – Chairman
 “ R. Bird
 “ K. Hayes-Heath
 “ J. Stockwood
 “ Mrs. K. Vallance

Also in attendance Councillors Mrs. E. Hutchison, Mrs. A. Langford and A. Shelton

1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:

Apologies for Absence and Acceptance were received from Councillors G. Davidson and Mrs. T. Kerry.

2.00 DECLARATIONS OF INTEREST:

There were no Declarations of Interest received.

3.00 MINUTES:

The Minutes of the meeting held on the 20th October, 2015, 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 Clerk's Update)

See attached report.

4.00 BUDGET REPORT 'A':

The Clerk answered any queries in relation to Budget Report 'A' and it was

RECOMMENDED that approval be given to budget monitoring up to the 30th November, 2015.

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, 8th December, 2015**, at **7.00 p.m.** continued.....

6.00 **ACCOUNTS FOR PAYMENT - REPORT 'B':**

Accounts were presented for payment and it was agreed to

RECOMMEND approval.

7.00 **ACCOUNTS PAID - REPORT 'C':**

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

RECOMMEND approval.

8.00 **BANKLINE PAYMENTS - REPORT 'D':**

A summary of bankline payments was presented and it was agreed to

RECOMMEND approval.

9.00 **GRANT AID - REPORT 'E':**

It was agreed to

RECOMMEND approval of the following grant aid:-

- 01 Friends of Linear Park – £196.26 Insurance Premium
- 02 33rd Nottingham Boys' Brigade and Girls' Association Marching Band
£347.75 initial set up costs.
- 03 BRUFC £500.00 installation of metal grill to the bar area.
- 04 St. Mary & All Saints Church – grant aid for clock repairs deferred to next meeting due to insufficient information.

Noted thank you letter received from Allotment's Association.

10.00 **SUBSCRIPTIONS - REPORT 'F'**

It was agreed to

RECOMMEND approval of the subscriptions as per attached report .

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, 8th December, 2015**, at **7.00 p.m.** continued.....

11.00 TENANTS RENT REVIEW:

It was agreed to

RECOMMEND no increase 2016/2017 however inform tenants that from 2017/2018 the rent would increase at the rate of inflation + ½%.

12.00 POLICY & RESOURCES BUDGETS FOR 2016/2017 – REPORT ‘G’:

It was

RECOMMENDED to approve the budgets for DEPOT, FINANCE and THE OLD COURT HOUSE as per attached report.

13.00 ALL REVENUE BUDGETS FOR 2016/2017 INCLUDING PRECEPT/RESERVES ETC- REPORT ‘H’:

It was

RECOMMENDED to approve all the budgets for 2016/2017 as per attached report, noting that there should not be an increase and Precept of £246,268 should be set which is a Band D rate of £72.22 in line with previous year.

Note any additional funds towards new Christmas Trees, Christmas lighting etc., Car park project and Butt Field Sports Pitch improvements to be taken directly from Reserves. These items would be included in the formation of the capital program which the Chairman considered should be formulated one Committee cycle ahead of schedule.

14.00 UPDATE ON MEETING WITH RBC OFFICERS RE COMMUNITY CHEST:

Chairman gave an update on the meeting held immediately prior to the committee meeting. It had been confirmed that monies could be ring fenced from the Community Chest but it was recommended that they be time limited to enable the funds to fall back into use if the project did not go ahead. Eg.. 6 months ring fencing of funds.

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, 8th December, 2015**, at **7.00 p.m.** continued.....

16.00 UPDATE ON ACTIONS FROM REVIEW OF RISK MANAGEMENT:

Chairman confirmed that work on Car Parking Risk Schedule had been completed and the Town Clerk confirmed that cloud storage space and riders on emails were ongoing.

17.00 CORRESPONDENCE:

01 LETTER FROM BOUNDARY COMMISSION - RE FINAL RECOMMENDATIONS OF ELECTORAL REVIEW:

Recommendations were noted.

21.00 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 TO CONSIDER TERMS OF REFERENCE RE. PARKING ON POLICE STATION SITE**
- 02 TO CONSIDER TERMS OF REFERENCE RE. WARNER'S PADDOCK**
- 03 STAFFING MATTERS**

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

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CHAIRMAN
Date:

APPENDIX 'A'

Minutes of a meeting of the Policy & Resources Committee
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at **7.00 p.m.** continued.....

CLERK'S UPDATE:

DETAILS	ACTION TO BE TAKEN
Tenants' Rent Review	Reviewed December 2015
Town Pavilion / Butt Field Sports Pavilion	Annual Review of lease and rent reviews covered by leases.
Risk Management Review	Annual review. Last reviewed October 2015.
Membership of C.B.W.G.	Chair and Vice-Chair of Community Committee; Mayor and Deputy Mayor, plus Chairman of Policy & Resources Committee.

Continued...../

BINGHAM TOWN COUNCIL SUMMARY NOVEMBER 2015

REPORT A cont. **8111**

	BAL B.FWD	Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Community		0	0	0	1250	410	840	840
Promotion		5,200.00	3,665.00	-1,535.00	23,350.00	7,551.07	15,798.93	14,263.93
Recreation		4,287.00	2,846.20	-1,440.80	31,052.00	13,576.03	17,475.97	16,035.17
Allotment		1,000.00	44.15	-955.85	1,360.00	664.15	695.85	-260.00
Cemetery		5000	5,952.50	952.50	4,350.00	5,146.43	-796.43	156.07
Environment		0.00	9.98	9.98	7,090.00	5,026.18	2,063.82	2,073.80
Depot		1350	-502.32	-1,852.32	70,500.00	42,510.18	27,989.82	26,137.50
Finance		16,590.00	16,446.07	-143.93	120,100.00	65,672.84	54,427.16	54,597.30
OCH		10,400.00	13,692.70	3,292.70	26,250.00	16,851.17	9,398.83	12,691.53
TOTALS		43,827.00	42,154.28	-1,672.72	285,302.00	157,408.05	127,893.95	126,535.30

Precept		241,475.00	241,475.00	0.00	0.00	0.00	0.00	0.00
Mayors Charity		0	8,721.18	0	0	3,264.00	-3,264.00	5,457.18

Reserves	bal. b/fwd	Receipts			Payments			
		Budget	Actual		Budget	Actual		
Risk Management	8,500.00	2,500.00	0.00	-2500	0.00	0	0	8,500.00
OCH Capital	3,480.00	1,000.00	0.00	-1000	0.00	215	-215	3,265.00
Depot	23,794.49	5,600.00	0.00	-5600	0.00	272	-272	23,522.49
Allotment	0.00	0.00	0.00	0	0.00	0	0	0.00
Environment	1,500.00	500.00	0.00	-500	0.00	0.00	0	1,500.00
General Reserve	162482.1	0.00	0.00	0	0.00	0.00	0	162,482.10
Promotion	0.00	0.00	0.00	0	0.00	0	0	0.00
Recreation	29,669.48	15,877.00	0.00	-15877	0.00	-645.00	645	30,314.48
Cemetery	0.00	0.00	0.00	0	0.00	0.00	0	0.00
Community Capital	2,350.00	350.00	0.00	-350	0.00	0	0	2,350.00
Property.Land	81,418.71	20,000.00	0.00	-20000	0.00	0.00	0	81,418.71
Capital Total	313,194.78	45,827.00	0.00	-45,827.00	0.00	-158.00	158.00	313,352.78

INCLUDES ACCRUALS FROM 2014/2015			Nov-15			REPORT A			
								Net Variance column	
								Positive figs. = underspends	
								Negative figs. = overspends	
Community		Receipts		Variance to budget	Payments		Variance to budget	Net Variance	check col.
		Budget	Actual		Budget	Actual			
CCTV Maintenance	1	0.00		0.00	700.00	410.00	290.00	290.00	
Notice Boards	2	0.00		0.00	200.00	0	200.00	200.00	
Town Map	3	0.00		0.00	0.00		0.00	0.00	
Trs. To Com. Reserve	4	0.00		0.00	350.00		350.00	350.00	
Community		0.00	0.00	0.00	1,250.00	410.00	840.00	840.00	
Promotions		Receipts		Variance to budget	Payments		Variance to budget	Net Variance	
		Budget	Actual		Budget	Actual			
Town Fair	5	4,000.00	2,355.00	-1645	7,000.00	5,359.08	1640.92	-4.08	
Christmas Fair	6	1,200.00	1,310.00	110	2,750.00	290.99	2459.01	2,569.01	
Christmas Lights	7	0.00		0	6,500.00		6500.00	6,500.00	
Other Promotions	8	0.00		0	1,000.00	8	992.00	992.00	
Web Site	9	0.00		0	1,500.00	1256	244.00	244.00	
Town News/leaflets	10	0.00		0	2,500.00	592	1908.00	1,908.00	
Market Celebrations	86			0	0.00		0.00	0.00	
WW1 Commerations	87			0	0.00		0.00	0.00	
Town Guide/Promotior	11	0.00		0.00	2,100.00	45.00	2055.00	2,055.00	
Promotions		5,200.00	3,665.00	-1,535.00	23,350.00	7,551.07	15798.93	14,263.93	1

Environment		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
General Maintenance	26	0.00	9.98	9.98	640.00	14.97	625.03	635.01
Town Floral Displays	27	0.00		0	5,500.00	4816.21	683.79	683.79
Litter & Dog Bins	28	0.00		0	450.00	195.00	255.00	255.00
Trans to Environ. Reserve		0.00		0	500.00		500.00	500.00
Environment		0.00	9.98	9.98	7,090.00	5,026.18	2063.82	2,073.80

Depot		Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Equipment service etc	29	0.00		0	4,000.00	2,038.50	1961.50	1,961.50
Depot Maintenance	30	0.00		0	400.00	386.66	13.34	13.34
Mobile phones	31	0.00		0	250.00	166.30	83.70	83.70
Alarm	32	0.00		0	300.00	117.60	182.40	182.40
Hand tools & equipmer	33	0.00		0	100.00		100.00	100.00
Clothing	34	0.00		0	400.00	203.48	196.52	196.52
Wages	35	0.00		0	54,450.00	32790.49	21659.51	21,659.51
Vehicle Tax/Insurance	36	0.00		0	1,500.00	1168.31	331.69	331.69
Fuel	37	0.00		0	3,500.00	1391.08	2108.92	2,108.92
Trans to Depot Res.	38	0.00		0	5,600.00		5600.00	5,600.00
Grass Cutting	39	1,350.00	-502.32	-1852.32	0.00	4,247.76	-4247.76	-6,100.08
Depot		1,350.00	-502.32	-1,852.32	70,500.00	42,510.18	27989.82	26,137.50

Finance			Receipts			Payments			Net Variance
			Budget	Actual		Budget	Actual		
Salaries inc Ers cost		40	0.00		0	72,000.00	48,895.13	23104.87	23,104.87
Audit		41	0.00		0	1,000.00	700	300.00	300.00
Office Expenses		42	0.00		0	5,000.00	3,199.46	1800.54	1,800.54
Subscriptions/training		43	0.00	42.00	42	5,000.00	1,890.00	3110.00	3,152.00
Travel/mileage		44	0.00		0	400.00	100.10	299.90	299.90
Civic Expenses		45	0.00		0	2,500.00	473.83	2026.17	2,026.17
Insurance		46	0.00		0	2,000.00	1,982.51	17.49	17.49
Advertising		47	0.00		0	700.00	769.16	-69.16	-69.16
Grant Aid		48	0.00		0	5,000.00	2,494.40	2505.60	2,505.60
Trans to Prop & Land R		49	0.00		0	20,000.00		20000.00	20,000.00
Trans to Risk Mgmt R		50	0.00		0	2,500.00		2500.00	2,500.00
Elections		51	0.00		0	4,000.00	5,168.25	-1168.25	-854.18
RBC Transitional Relief		85	16,090.00	16,090.00	0	0.00		0.00	0.00
Investment Inc		52	500.00	314.07	-185.93	0.00		0.00	-185.93
Finance			16,590.00	16,446.07	-143.93	120,100.00	65,672.84	54,427.16	54,597.30

Precept		76	241,475.00	241,475.00	0	0.00	0.00	0.00	0.00
				257,565.00					
Old Court House			Receipts			Payments			Net Variance
			Budget	Actual		Budget	Actual		
Caretakers wages		53	0.00		0	5,600.00	3,752.18	1847.82	1,847.82
Insurance		54	0.00		0	1,000.00	991.25	8.75	8.75
Water rates		55	0.00		0	750.00	452.98	297.02	297.02
Non domestic rates		56	0.00		0	6,000.00	4,608.00	1392.00	1,392.00
Gas/Elec		57	0.00		0	6,000.00	2,423.76	3576.24	3,576.24
Repairs & Maint		58	0.00	77.47	77.47	5,500.00	4,623.00	877.00	954.47
Equipment		59	0.00		0	400.00		400.00	400.00
Trans to OCH Res		60	0.00		0	1,000.00		1000.00	1,000.00
Civil ceremony		61	150.00		-150	0.00		0.00	-150.00
Tenants rents		62	8,500.00	10,305.73	1805.73	0.00		0.00	1,805.73
Room hire		63	1,750.00	3,309.50	1559.5	0.00		0.00	1,559.50
Old Court House			10,400.00	13,692.70	3,292.70	26,250.00	16,851.17	9,398.83	12,691.53
Check to Precept submitted			43,827.00	42,154.28	-1,672.72	285,302.00	157,408.05	127893.95	126,535.30
						241,475.00			
						120737.5			
						8,045.00			
Miscell Mayors Charity		81		8,721.18	0.00	0.00	3,264.00	-3264.00	5,457.18

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Accounts Presented 8th December 2015		
BANKLINE	Personnel Advice Solutions	£ 100.00
BANKLINE	KM Media - Town Guide	£ 1,435.00
BANKLINE	Viking Direct - Stationary	£ 169.06
BANKLINE	Reprotec - Photocopying Charges	£ 51.23
BANKLINE	Allstar Business - Fuel	£ 154.79
BANKLINE	Gap Barrier Hire - Xmas Fair	£ 35.28
BANKLINE	Streetwise - Bin Empty Charges	£ 234.00
BANKLINE	Ken Waller - Xmas Stall Hire	£ 900.00
BANKLINE	D Hazzle - Window Cleaning	£ 25.00
BANKLINE	Print Quarter - Town News/Xmas Flier	£ 552.00
BANKLINE	Nottingham Concert Band - Fair Music	£ 125.00
BANKLINE	Handicentre -Xmas Lights/repair materials	£ 323.22
BANKLINE	Handicentre - Clothing/repair materials	£ 66.74
CHQ 9805	Persiflage - Xmas Fair Music	£ 75.00
CHQ 9806	D Holland - Fair Marshalling Duties	£ 90.00
CHQ 9807	E Malloy - Fair Marshalling Duties	£ 90.00
CHQ 9808	Nikky Roberts - Fair Marshalling Duites	£ 60.00
		£ 4,486.32

Continued...../

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Accounts Paid 8th December 2015

Bankline	Tree cuttings - removal &	Streetwise	544.99
Bankline	Watering Floral Displays	Streetwise	282.05
Bankline	Management Referral OHP	Medigold	403.20
Bankline	Paint	Wicksteed Leisure Ltd	156.24
Bankline	PAYE M 7	HMRC	849.74
Bankline	PAYE M 7	HMRC	739.23
Bankline	Mileage Costs	L Holland	29.90
Bankline	Superann M 7	NCC Pension Fund	1,162.81
Bankline	Superann M 7	NCC Pension Fund	84.33
Bankline	Prudential AVC	Prudential	100.00
DD	Trade Waste collection	Wastecycle Ltd	68.50
DD	Non domestic rates	RBC	576.00
9799	Hedge Cutting	K Riggall	175.00
9799	Hedge Cutting	K Riggall	175.00
DD	Non domestic rates	RBC	59.00
DD	Copier lease payment	CIT Vendor Finance	289.20
Bankline	WAGES M7	WAGES M7	4,174.36
Bankline	WAGES M7	WAGES M7	2,972.02
Bankline	WAGES M7	WAGES M7	394.55
DD	Bank charges	Nat West	33.31
DD	BANKLINE CHARGES	Nat West	13.20
DD	Trade Waste collection	Wastecycle Ltd	70.63
DD	Mobile	Utility Warehouse	23.00
DD	Cemetery Electric	Utility Warehouse	5.40
DD	Depot Alarm bill	Utility Warehouse	17.64
DD	Gas/elec bill	Utility Warehouse	249.51
DD	Phone/broadband bill	Utility Warehouse	59.87
9800	Grant aid	Royal British Legion	444.40
	Petty Cash purchases	Bookers	26.02
	Petty Cash purchases	The Book People	44.00
	Petty Cash purchases	The Post Office	0.95
	Spare Car Battery - Motor	L Holland	25.00
	Postage	The Post Office	1.26
Bankline	Net 2 Desk Top Reader	AST Systems	54.00
Bankline	Mileage Costs	L Holland	70.20
Bankline	Tree inspection & report	AT2 Tree Surgery	575.00
Bankline	Stationery	Viking Direct	130.37
Bankline	Stationery	Viking Direct	13.90
Bankline	Stationery	Viking Direct	5.93
Bankline	Stationery	Viking Direct	82.07
Bankline	Stationery	Viking Direct	27.98
Bankline	Christmas Fair posters	Printwise	182.40
Bankline	Flower displays	Plantscape Ltd	302.40
Bankline	Photography Charges	Buttercross	25.00
Bankline	Fuel Account	Allstar Business	74.99
Bankline	Civic Service refreshments	Limehaus	189.00
Bankline	Mayor's Charity Event	Sentor Ltd	1,752.00

REPORT 'C' continued.....

Accounts Paid 8th December 2015 continued....

Bankline	Play area repairs	Handicentre (Bingham)	111.98
Bankline	Cleaning materials	Handicentre (Bingham)	12.42
Bankline	Depot Maintenance	Handicentre (Bingham)	19.86
Bankline	Personnel Management	Personnel Advice and	120.00
Bankline	Window cleaning	DHazzle	25.00
Bankline	Grant aid	Allotments Association	450.00
Bankline	Clothing	Alexandra	71.28
Bankline	Town council elections	RBC	5,168.25
Bankline	Grant aid	Friends of Linear Park	150.00
Bankline	Photocopying charges	Reprotec Connect For	51.66
Bankline	Keyholding	Gener8 Finance Ltd	42.00
Bankline	CCTV Maint contract	Central Security	492.00
Bankline	Boiler repairs	Rowlson Plumbing &	54.00
Bankline	Keyholding	Gener8 Finance Ltd	42.00
Bankline	Prudential AVC	Prudential	100.00
Bankline	PAYE M8	HMRC	968.24
Bankline	PAYE M8	HMRC	729.69
Bankline	Superann M8	NCC Pension Fund	1,309.76
Bankline	Superann M8	NCC Pension Fund	84.33
Bankline	Dog bin Installation	Streetwise	96.00
Bankline	Clothing	Alexandra	31.56
Bankline	WAGES M8	WAGES M8	3,790.58
Bankline	WAGES M8	WAGES M8	2,902.17
Bankline	WAGES M8	WAGES M8	394.55
DD	Non domestic rates	RBC	576.00
DD	BANKLINE CHARGES	Nat West	12.00
DD	Non domestic rates	RBC	59.00
DD	Gas/elec bill	Utility Warehouse	395.02
DD	Mobile phone charges	Utility Warehouse	23.00
DD	Cemetery Electric	Utility Warehouse	5.89
DD	Depot Alarm bill	Utility Warehouse	17.64
DD	Phone/broadband bill	Utility Warehouse	67.07
DD	Trade Waste collection	Wastecycle Ltd	68.50
9801	Boiler repairs	Rowlson Plumbing &	90.00
9802	Poppy Appeal donation	Royal British Legion	17.00
	Tea Bags	Petty Cash	2.39
	Santa Costume	Petty Cash	29.99
	Wrapping Paper	Petty Cash	2.00
	Gift chocolates (Allsop)	Petty Cash	12.00
	Bereavement Card	Petty Cash	1.29
DD	Bank charges	Nat West	19.08

42,955.41

Continued...../

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BANKLINE TRANSACTIONS - SUMMARY OF BANKLINE PAYMENTS

P & R	SUPPLIER'S NAME	£ p	DATE OF PYMT	NATWEST PYMT. REF.
08.12.15	Streetwise	827.04	22.10.15	291255427
08.12.15	Medigold	403.20	22.10.15	291257415
08.12.15	Wicksteed	156.24	22.10.15	291258598
08.12.15	HMRC M7	1588.97	22.10.15	291259028
08.12.15	L Holland	29.90	22.10.15	291260878
08.12.15	NCC Pension Fund	1247.14	22.10.15	291262299
08.12.15	Prudential	100.00	22.10.15	291263254
08.12.15	A BUCKINGHAM	190.00	22.10.15	291272558
08.12.15	GENER8 FINANCE	42.00	22.10.15	291273332
08.12.15	REPROTEC	12.38	22.10.15	291274932
08.12.15	D HAZEL	25.00	22.10.15	291276050
08.12.15	HANDICENTRE (Bingham)	143.80	22.10.15	291276338
08.12.15	CANNON	801.22	22.10.15	291276954
08.12.15	KERRY, T	250.00	22.10.15	291277633
08.12.15	OCT SALARIES	7540.93	29.10.15	Various
08.12.15	SENTOR LTD	1752.00	02.11.15	293083321
08.12.15	AST SYSTEMS	54.00	04.11.15	293526278
08.12.15	L HOLLAND	70.20	04.11.15	293526510
08.12.15	AT2 TREE SURG	575.00	04.11.15	293526764
08.12.15	VIKING DIRECT	130.37	04.11.15	293527239
08.12.15	VIKING DIRECT	13.90	04.11.15	293527239
08.12.15	VIKING DIRECT	5.93	04.11.15	293527239
08.12.15	VIKING DIRECT	82.07	04.11.15	293527239
08.12.15	VIKING DIRECT	27.98	04.11.15	293527239
08.12.15	PRINTWISE	182.40	04.11.15	293527767
08.12.15	PLANTSCAPE	302.40	04.11.15	293528093
08.12.15	BUTTERCROSS PH	25.00	04.11.15	293528349
08.12.15	ALLSTAR BUSINESS	74.99	04.11.15	293528792
08.12.15	THE LIMEHAUS	189.00	04.11.15	293529220
08.12.15	HANDICENTRE	144.26	12.11.15	294871811

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, 8th December, 2015,**
at **7.00 p.m.** continued.....

BANKLINE TRANSACTIONS - SUMMARY OF BANKLINE PAYMENTS continued...

08.12.15	PERSONNEL ADV	100.00	12.11.15	294872913
08.12.15	D HAZZLE	25.00	12.11.15	294873130
08.12.15	ALLOTMENTS ASS	450.00	12.11.15	294878568
08.12.15	ALEXANDRA	71.28	12.11.15	294874612
08.12.15	RBC	5168.25	12.11.15	294875345
08.12.15	FRIENDS OF LINEAR PARK	150.00	12.11.15	294876422
08.12.15	REPROTEC	51.66	12.11.15	294876692
08.12.15	GENER8 FINANCE	42.00	12.11.15	294877022
08.12.15	NOV SALARIES	7087.30	26.11.15	Various
08.12.15	Central Security	492.00	25.11.15	296968501
08.12.15	Rowlson Plumbing	54.00	25.11.15	296970253
08.12.15	Gener8 Finance	42.00	25.11.15	296970677
08.12.15	Prudential	100.00	25.11.15	296971338
08.12.15	HMRC M8	1697.93	25.11.15	296971755
08.12.15	NCC Pension Fund	1394.09	25.11.15	296972507
08.12.15	Streetwise	96.00	25.11.15	296972801
08.12.15	Alexandra	31.56	25.11.15	296973093
		34040.39		

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, 8th December, 2015,**
at **7.00 p.m.** continued.....

Report to the Policy & Resources Committee – 8th December 2015

Matter for Decision – Agenda Item Grant Aid

1. Purpose of Report

To enable the Council to determine applications for grant aid.

2. Budget Provision

The Committee has allocated £5,000 for grant aid in 2015/16.
2015/2016

Budget available	£5,000.00
Less committed	<u>2,944.40</u>
Amount available	<u>£2,055.60</u>

3. Information

- 3.1 Friends of Linear Park – Request for Insurance Premium in line with previous years. £196.26 (as per attached)
- 3.2 33rd Nottingham Boys' Brigade & Girls' Association Marching Band – Request for funds to set up a Bingham Branch £347.75 initial set up costs. (as per attached)
- 3.3 BRUFC – Request for donation towards installation of a metal grill in bar area. £500 (as per attached)
- 3.4 St. Mary & All Saints – Request for donations towards clock repairs at a total cost of £1,536. (as per attached)

Please refer to attached information.

LYNN HOLLAND
TOWN CLERK

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, 8th December, 2015,**
at **7.00 p.m.** continued.....

Report to the Policy and Resources Committee 8th December 2015

Matter for Decision – Agenda item subscriptions

Subscriptions

Subscriptions

At this time of year the Committee normally recommends to Council the renewal of subscriptions for the year.

The Council normally pays the following subscriptions:

	£
(a) Society of Local Council Clerks	235.00
(b) C.P.R.E.	36.00
(c) Local Councils Advisory Service	336.00
(d) Local Councils Update (including online)	100.00
(e) N.A.L.C.	1226.83*

*last year's figure

The Committee is asked to recommend payment of these subscriptions to Full Council.

Lynn Holland
Town Clerk

8th December 2015

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, 8th December, 2015,**
at **7.00 p.m.** continued.....

Depot	Budget 2015/2016	Actual @ 30-Sep-15	Estimated 31-Mar-16	Budget 2016/2017
Expenditure				
Eqpt Service/maintenance	4000	2,014	4,000	4000
Depot Maintenance	400	250	350	400
Mobile Telephones	250	128	250	250
Alarm	300	88	250	300
Tools/Small Equipment	100	0	50	100
Clothing	400	118	300	400
Wages	54450	22,553	47,500	54450
Vehicle Tax/Insurance	1500	1,168	1,168	1500
Fuel	3500	1,177	3,000	3500
Grass cutting		1,633		1250
Trans to Depot Reserve	5600		5,600	5600
	70500	29,129	62,468	71750
Less income				
Grass cutting	-1350	502	-2,979	-2000
Miscel				
	69150	29,631	59,489	69750

Finance	Budget 2015/2016	Actual @ 30-Sep-15	Estimated 31-Mar-16	Budget 2016/2017
<u>Expenditure</u>				
Salaries inc NI/Superan	72000	36104	70000	72000
Audit	1000	100	820	1000
Office expenses	5000	2235	4750	5000
Subscriptions/Training	5000	1848	3000	3000
Training				2000
Travel/Mileage Staff	400	0	200	300
Mileage Members				100
Civic Expenses	2500	295	2500	2500
Insurance	2000	1983	1983	2000
Advertising	700	769	770	700
Grant Aid / S137	5000	1894	5000	5000
Trans to Prop/Land Reserv.	20000		20000	20000
Risk Management Reserve	2500		2500	2500
Elections	4000		4000	0
	120100	45227	115523	116100
Less Income				
RBC Transitional relief	-16090	-16090	-16090	
Investments	-500	-262	-500	-500
	103510	28876	98933	115600

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, 8th December, 2015**,
at **7.00 p.m.** continued.....

Old Court House

	Budget 2015/2016	Actual @ 30-Sep-15	Estimated 31-Mar-16	Budget 2016/2017
<u>Expenditure</u>				
Caretaker	5600	5689	5600	5600
Insurance	1000	991	991	1000
Water rates	750	453	900	950
Non domestic rates	6000	3456	6000	6000
Gas/Electricity	6000	1810	5750	6000
Repairs/ Maintenance	5500	3374	6000	5500
Equipment	400		200	400
Transfer to OCH Reserve	1000		1000	1000
Room Hire / CC Refund	0		0	0
Civil Ceremony Licence	0		0	0
	26250	15773.93	26441	26450
Less Income				
Rents	-8500	-8,396	-11000	-10520
Elec refund			0	0
Civil Ceremonies	-150			
Hirings	-1750	-2,254	-3500	-2500
	15850	5,125	11941	13430

Environment

	Budget 2015/2016	Actual @ 30-Sep-15	Estimated 31-Mar-16	Budget 2016/2017
<u>Expenditure</u>				
General Maintenance	640	5	50	640
Beautiful Bingham	5500	4,329	4500	5500
Litter/Dog Bins (Env & Rec)	450	195	400	450
Transfer to Environment Reserve	500		500	500
	7090	4,529	5450	7090

Recreation

Expenditure

Play Area/ Open space Maint.
 Tree/Shrubbery Maint.
 Rent
 Sports Pitch Maintenance
 Trans to Recreation Equipment Reserve

	Budget 2015/2016	Actual @ 30-Sep-15	Estimate d 31-Mar-16	Budget 2016/2017
Play Area/ Open space Maint.	4500	3,533	5500	6000
Tree/Shrubbery Maint.	2500	150	2500	4000
Rent	175	175	175	175
Sports Pitch Maintenance	8000	7,535	7535	8000
Trans to Recreation Equipment Reserve	15877		15877	10000
	31052	11,393	31587	28175
Less Income				
Rents	-1100		-1100	-1100
Pitch works contribution	-3067	-1,537	-3067	-3067
Wayleaves	-120	-175	-175	-120
	26765	9,681	27245	23888

Allotments

Expenditure

Rent (1)
 Water charges
 Maintenance (2)
 Tenants rental

	Budget 2015/2016	Actual @ 30-Sep-15	Estimate d 31-Mar-16	Budget 2016/2017
Rent (1)	360	329	329	360
Water charges	500	335	400	500
Maintenance (2)	500		100	500
Tenants rental				
	1360	664	829	1360
Less Income				
Rent (3)	-1000	-33	-1000	-1000
	360	631	-171	360

Cemetery/Church Yard

Expenditure

Rates
 Water/drainage
 Grave Digging
 Electricity
 Maintenance
 Memorials

	Budget 2015/2016	Actual @ 30-Sep-15	Estimated 31-Mar-16	Budget 2016/2017
Rates	600	352	600	600
Water/drainage	250	111	250	250
Grave Digging	1500	760	1500	1500
Electricity	500	39	100	500
Maintenance	500	3340	4000	500
Memorials	1000	51	250	1000
	4350	4653	6700	4350
Less Income				
Fees & Memorials	-5000	-4993	-7500	-7500
	-650	-340	-800	-3150

Continued...../

Community

	Budget	Actual @	Estimated	Budget
	2015/2016	30-Sep-15	31-Mar-16	2016/2017
<u>Expenditure</u>				
CCTV Maintenance	700	0	500	700
Notice Boards	200	0	100	200
Trans to Comm. Reserve	350	0	350	350
	1250	0	950	1250
<u>Less Income</u>				
CCTV Grant		0	0	
	1250	0	950	1250

PROMOTIONS

	Budget	Actual @	Estimated	Budget
	2015/2016	30-Sep-15	31-Mar-16	2016/2017
<u>Expenditure</u>				
Town Fair	7000	5359	5360	8500
Christmas Fair	2750	51	2750	2750
Christmas lights	6500		6500	6500
Christmas Trees	0	0	0	0
Other promotions	1000	8	500	500
Web Site	1500	1256	1256	1500
Town News/leaflets	2500	444	2500	2500
Town Guide/Promotional Literature	2100	45	2100	1000
	23350	7163	20966	23250
<u>Less Income</u>				
Town Fair	-4000	-2155	-2300	-4000
Christmas Fair	-1200	-940	-1200	-1200
	18150	4068	17466	18050

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, 8th December, 2015,**

**2016/2017 BUDGET APPROVED AT POLICY & RESOURCES COMMITTEE 8TH
DECEMBER 2016**

<u>Revenue</u>	Budget 2015/2016	Actual @ 30-Sep-15	Estimated 31-Mar-16	Budget 2016/2017
Allotments	360	631	-171	360
Cemetery	-650	-340	-800	-3150
Community	1250	0	950	1250
Depot	69150	29631	59489	69750
Environment	7090	4529	5450	7090
Finance	103510	28876	98933	115600
Old Court House	15850	5125	11941	13430
Promotion	18150	4068	17466	18050
Recreation	26765	9681	27245	23888
	241475	82202	220503	246268

Earmarked Reserves 20142015 transactions as at 30th Sept 2015

	31.03.15	Rcpts	Pymts	31.03.16
Allotments	0			0
Cemetery	0			0
Community	2350			2,350
Depot	23794.49		272	23,522
Environment	1500			1,500
Gen Reserve	162,482			162,482
Office Eqpt	0			0
Old Court House Reserve	3480		215	3,265
Promotion	0			0
Risk Management reserve	8500			8,500
Property Development Reserve	81418.71			81,419
Recreation	29669.48		-645	30,314
	313,195	0	-158	313,353

Budget Requirement 15/16	241475
Council Tax Base per band D	3343.6 £72.22

includes transitional relief of £16090 see Finance

Budget 16/17	246,268
Council Tax Base per band D	3410 £72.22

no transitional relief confirmed Dec 2015