

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 June, 2010**, at **7.00 p.m.**

PRESENT:

Councillor F. Purdue-Horan - Chairman
“ G. Davidson
“ F. Kerry
“ A. Shelton
“ J. Stockwood
“ Mrs. M. Stockwood

Councillor J. Stockwood was welcomed to the Committee.

DECLARATIONS OF INTEREST:

Councillor Shelton declared an interest in Folio 6309. British Red Cross.

APOLOGIES:

There were no apologies for absence received.

1.00 APPOINTMENT OF CHAIRMAN:

Councillor F. Purdue-Horan was duly elected as Chairman for the ensuing year.

2.00 APPOINTMENT OF VICE-CHAIRMAN:

Councillor F. Kerry was duly elected as Vice-Chairman for the ensuing year.

3.00 MINUTES:

The Minutes of the meeting held on the 20th April, 2010, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

4.00 MATTERS ARISING FROM THE MINUTES (For information):

Following the amendments referred to at the Full Council meeting held on the 4th May, 2010, it was agreed that the Clerk distributes copies of the amended Minutes of the Policy & Resources Committee meeting held on the 20th April, 2010, to all Councillors.

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 June, 2010**, at **7.00 p.m.** continued.....

5.00 BUDGET REPORT 'A':

The Clerk answered any queries and it was

RECOMMENDED to approve the figures provided. It was also agreed that the Clerk should amend the reserve balances to reflect the 2010/11 contributions to reserves.

6.00 ACCOUNTS FOR PAYMENT:

There were no accounts for payment.

7.00 ACCOUNTS PAID - REPORT 'B':

Accounts paid since the last meeting were presented. The Clerk answered any queries and it was agreed to

RECOMMEND approval of accounts paid. (Attached).

8.00 FLOWER BASKETS:

Refer to Clerk's report. The following action was agreed:-

- 01 To contact Nottinghamshire County Council to establish which street-lighting columns can be used without being stress-tested.
- 02 How long is the stress test valid for?
- 03 The Mayor, Councillor Purdue-Horan and the Clerk to progress this matter.

9.00 REFERRALS FROM OTHER COMMITTEES, INCLUDING:-

01 Recreational & Cemetery Committee

(a) Wallenfels - Revised Quotation

Jon Walker Timber Products had submitted a revised quotation based on the original quotation, plus 10%, i.e. £49,863.00 + V.A.T. However, this was only valid for thirty days, and, to keep under £50,000.00, would not include any equipment for Cogley Lane play area.

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 June, 2010**, at **7.00 p.m.** continued.....

9.00 **REFERRALS FROM OTHER COMMITTEES** continued.....

01 Recreational & Cemetery Committee

(b) Crow Close Fencing

The Clerk referred to two quotations for fencing along the boundary to the play area. However, these were dated January/February, 2009. The Clerk also updated members on an incident prior the meeting whereby two calves had got into the play area from the neighbouring field. The Clerk to obtain up-to-date quotations and address immediate remedial action to prevent cows from getting on to the play area. Clerk to go to Church Commissioners in connection with the incident.

02 Community Committee

(a) Folio 6288? Item 10.01 - Siting of Roman Well

This was agreed in principle and it was

RECOMMENDED to approve siting at the cemetery. The Clerk to ensure site is large enough.

10.00 **BINGHAM 2020 - TERMS OF REFERENCE**

A meeting was agreed to be held on the 14th June, 2010, at 3.00 p.m. for members of the working group 'Bingham 2020' made up of Policy & Resources Councillors.

11.00 **OLD COURT HOUSE BOOKINGS, 2009/10:**

Clerk to provide a list of all 2009/10 bookings. It was agreed to refer to the next meeting under Private & Confidential matters, along with 2008/09 comparative figures.

12.00 **CORRESPONDENCE:-**

There were no items of correspondence for consideration to 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 June, 2010**, at **7.00 p.m.** continued.....

10.00 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 BUTT FIELD**
- 03 VEHICLES**

As there was no further business to transact, the meeting finished at 8.57 p.m.

.....
CHAIRMAN

Date:

BUDGET REPORT 'A'

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 June, 2010**,
at **7.00 p.m.** continued.....

INCLUDES ACCRUALS FROM 2009/2010										REPORT A
May-10										Net Variance column
										Positive figs. = underspends
										Negative figs. = overspends
Allotments	cc	BAL B.FWD	Receipts			Payments			Net Variance	
			Budget	Actual	Variance to budget	Budget	Actual	Variance to budget		
Rent	10		0.00		0.00	400.00	375.00	25.00	25.00	
Water Charges	11		0.00		0.00	550.00		550.00	550.00	
Maintenance	12		0.00		0.00	2,300.00		2,300.00	2,300.00	
Tenants Rent	13		300.00	336.00	36.00	0.00		0.00	36.00	
Allotments			300.00	336.00	36.00	3,250.00	375.00	2875.00	2,911.00	
Cemetery			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
Rates	20		0.00		0	500.00	98.55	401.45	401.45	
Water/drainage	21		0.00		0	350.00		350.00	350.00	
Grave Digging	22		0.00		0	2,000.00	240.00	1760.00	1,760.00	
Electricity	23		0.00		0	350.00	171.36	178.64	178.64	
General Maintenan	24		0.00		0	500.00	47.88	452.12	452.12	
Fees & Memorials	25		4,350.00	729.00	-3,621.00	550.00	40.00	510.00	-3,111.00	
Cemetery			4,350.00	729.00	-3,621.00	4,250.00	597.79	3652.21	31.21	
Community			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
CCTV Maintenance	30		0.00		0	750.00		750.00	750.00	
Notice Boards	31		0.00		0	100.00		100.00	100.00	
Town Map	33		15.00		-15	15.00		15.00	0.00	
Trs. To Com. Reser	399		0.00		0	500.00	500	0.00	0.00	
Community			15.00	0.00	-15.00	1,365.00	500.00	865.00	850.00	
Depot			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
Servicing & repairs	40		0.00		0	6,000.00	403.03	5596.97	5,596.97	
Yard Maintenance	41		0.00		0	250.00	8.67	241.33	241.33	
Telephones	42		0.00		0	300.00		300.00	300.00	
Alarm	43		0.00		0	300.00		300.00	300.00	
Tools/Hardware	44		0.00		0	75.00		75.00	75.00	
Clothing	45		0.00		0	400.00	55.80	344.20	344.20	
Wages	46		0.00		0	61,000.00	8,175.40	52824.60	52,824.60	
Vehicle Tax/Insuranc	47		0.00		0	3,000.00	765.19	2234.81	2,234.81	
Fuel	48		0.00		0	3,300.00	141.10	3158.90	3,158.90	
Grasscutting	49		1,350.00		-1350	0.00	0	0.00	-1,350.00	
Trs. To Depot Reser	499		0.00		0	10,000.00	10000	0.00	0.00	
Depot			1,350.00	0.00	-1,350.00	84,625.00	19,549.19	65075.81	63,725.81	
Environment			Receipts			Payments			Net Variance	
			Budget	Actual		Budget	Actual			
Town Maintenance	50		0.00		0	500.00	295.36	204.64	204.64	
Beautiful Bingham	51		0.00		0	4,500.00		4500.00	4,500.00	
Litter & Dog Bins	52		0.00		0	0.00		0.00	0.00	
Environment			0.00	0.00	0.00	5,000.00	295.36	4704.64	4,704.64	

Finance		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Salaries/Wages	60	0.00		0	71,000.00	9,040.55	61,959.45	
Audit Fees	61	0.00		0	4,000.00	160	3,840.00	
Office Expenses	62	0.00		0	5,000.00	753.09	4,246.91	
Subs/Training	63	0.00		0	2,500.00	602	1,898.00	
Travel/Mileage	64	0.00		0	400.00		400.00	
Civic Expenses	65	0.00		0	2,500.00	52.50	2,447.50	
Insurance	66	0.00		0	2,750.00	2762.79	-12.79	
Advertising	67	0.00		0	300.00		300.00	
Grant Aid	68	0.00		0	5,000.00		5,000.00	
Investment income	69	300.00		-300	0.00		0.00	
Trs. To Prop. Devel	699	0.00		0	23,000.00	23000	0.00	
Finance		300.00	0.00	-300.00	116,450.00	36,370.93	80079.07	
Net Variance							79,779.07	
Old Court House		Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Caretaker Wages	70	0.00		0	5,600.00	746.58	4,853.42	
Insurance	71	0.00		0	1,200.00	1381.4	-181.40	
Water rates	72	0.00		0	750.00		750.00	
Non domestic rates	73	0.00		0	8,000.00	1,343.50	6,656.50	
Gas/electricity	74	0.00		0	5,000.00	1,516.90	3,483.10	
Repairs/Maintenan	75	0.00		0	5,000.00	303.72	4,696.28	
Equipment	76	0.00		0	400.00		400.00	
Rents	77	7,000.00	1,812.50	-5187.5	0.00		-5,187.50	
Hirings	78	1,750.00	-294.00	-2044	0.00		-2,044.00	
Civil Ceremonies	79	0.00	150.00	150	0.00		150.00	
Old Court House		8,750.00	1,668.50	-7,081.50	25,950.00	5,292.10	20657.90	
Net Variance							13,576.40	
Promotion		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Bingham Festival	80	0.00	1,780.00	1780	3,300.00	71.00	3229.00	
Xmas lights	81	0.00		0	7,000.00		7,000.00	
Other promotions	82	0.00		0	500.00		500.00	
Town News/Leaflet	83	0.00		0	2,000.00	120.00	1,880.00	
Crossword	84	0.00		0	120.00		120.00	
Town Guide	85	0.00		0	0.00		0.00	
Christmas Fair	86	0.00		0	1,800.00	50.00	1,750.00	
TC Web site	88	0.00		0	400.00		400.00	
Promotion		0.00	1,780.00	1,780.00	15,120.00	241.00	14879.00	
Net Variance							16,659.00	
Recreation		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
Play area maintena	90	0.00		0	5,000.00	320.71	4,679.29	
Fees	91	0.00		0	250.00		250.00	
Rent	92	0.00		0	250.00	0.00	250.00	
Dog Bins	93	0.00		0	0.00		0.00	
Rents	94	590.00	500.00	-90	0.00		-90.00	
Wayleaves	95	120.00		-120	0.00		-120.00	
P3	96	0.00		0	0.00		0.00	
Fencing	97	0.00		0	5,000.00		5,000.00	
Recreation		710.00	500.00	-210.00	10,500.00	320.71	10179.29	
Net Variance							9,969.29	
Check to Precept submitted		15,775.00	5,013.50	-10,761.50	266,510.00	63,542.08	202967.92	
					250,735.00			
Precept		Receipts			Payments			Net Variance
		Budget	Actual		Budget	Actual		
130 Precept		250,735.00	125,367.50	-125367.5	0.00	0	0.00	
Precept	12	250,735.00	125,367.50	-125,367.50	0.00	0.00	0.00	
Net Variance							-125,367.50	

BINGHAM TOWN COUNCIL SUMMARY MAY 2010								
								REPORT A cont.
BAL B.FWD		Receipts			Payments			Net Variance
		Budget	Actual	Variance to budget	Budget	Actual	Variance to budget	
Allotments		300	336	36	3250	375	2875	2911
Cemetery		4,350.00	729.00	-3,621.00	4,250.00	597.79	3,652.21	31.21
Community		15.00	0.00	-15.00	1,365.00	500.00	865.00	850.00
Depot		1,350.00	0.00	-1,350.00	84,625.00	19,549.19	65,075.81	63,725.81
Environment		0	0.00	0.00	5,000.00	295.36	4,704.64	4,704.64
Finance		300.00	0.00	-300.00	116,450.00	36,370.93	80,079.07	79,779.07
Old Court House		8750	1,668.50	-7,081.50	25,950.00	5,292.10	20,657.90	13,576.40
Promotion		0	1,780.00	1,780.00	15,120.00	241.00	14,879.00	16,659.00
Recreation		710.00	500.00	-210.00	10,500.00	320.71	10,179.29	9,969.29
TOTALS		15,775.00	5,013.50	-10,761.50	266,510.00	63,542.08	202,967.92	192,206.42
Precept		250,735.00	125,367.50	-125,367.50	0.00	0.00	0.00	0
Mayors Charity		0	0.00	0	0	0.00	0.00	0.00
Reserves								
		Budget	Actual		Budget	Actual		Net Variance
Office Eqpt	0.00	0.00	0.00	0	0.00	0	0	0.00
OCH Capital	0.00	0.00	0.00	0	0.00	0	0	0.00
Depot	6,854.00	10,000.00	10,000.00	0	0.00	0	0	16,854.00
Allotment	0.00	0.00	0.00	0	0.00	0	0	0.00
Environment	0.00	0.00	0.00	0	0.00	0	0	0.00
General Reserve	87,134.80	0.00	0.00	0	0.00	1373	-1373	85,761.80
Promotion	0.00	0.00	0.00	0	0.00	0	0	0.00
Recreation	0.00	0.00	0.00	0	0.00	0.00	0	0.00
Cemetery	0.00	0.00	0.00	0	0.00	0	0	0.00
Community Capital	0.00	500.00	500.00	0	0.00	0	0	500.00
Property.Land	0.00	23,000.00	23,000.00	0	0.00	0	0	23,000.00
Capital Total	93,988.80	33,500.00	33,500.00	0.00	0.00	1,373.00	-1,373.00	126,115.80
Butt Field Project Fin. Statement								
		Budget	Actual		Budget	Actual		Net Variance
Pitch Works	-144,007.88	0.00	0	0	0.00	1,020.00	-1020	-145,027.88
Pavilion/Access	-375,849.74	0.00	0	0	0.00	7,332.28	-7332.28	-383,182.02
Fees	-57,969.67	0.00	0	0	0.00	0.00	0	-57,969.67
Land Purchase	-18,246.21	0.00	0	0	0.00	0	0	-18,246.21
Football Foundation	417,545.00	0.00	0	0	0.00	0	0	417,545.00
Contamination Work	-1,956.40	0.00	0	0	0.00	0	0	-1,956.40
BF Project Total	-180,484.90	0.00	0.00	0.00	0.00	8,352.28	-8,352.28	-188,837.18

REPORT 'B'

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 June, 2010**,
at **7.00 p.m.** continued.....

Accounts Paid 8 June 2010

		£	
8860	Drainage rate	Newark IDB	6.48
8861	Memorial Kerb Plaque	Granart Ltd	47.00
8862	Crow Close rent	Escritt & Barrell & Golding	175.00
8863	Keyholding service	RBS Invoice Finance Ltd	39.95
8864	Trimax repairs	Platts Harris	198.15
8865	Stationery order	Viking Direct	152.11
8866	First Aid course	Navach	32.00
Auto	Wage w4	Wages w4	880.02
Auto	Wages w4	Wages w4	81.28
Auto	Wages w4M2	Wages w4	3,131.20
8867	Mayor's Charity donation	The Stroke Association	327.98
DD	Tractor lease payment	HFGL Ltd	569.88
DD	Monthly broadband charge	Tiscali	17.04
8868	Superannuation	NCC	1,122.24
8868	Superannuation	NCC	82.51
8869	LH AVC's	Prudential	100.00
8870	Tax/NI M1	HMRC	1,047.91
8870	Tax/NI M1	HMRC	1,322.80
8870	HMRC incentive repayment	HMRC	-75.00
8871	Room Hire	Bingham Methodist Church	52.50
8872	Land searches re Wallenfels Play area	Nelsons	246.06
8872	Workwear	MG Safety Ltd	32.78
Auto	Wages w5	Wages w5	927.82
Auto	Wages w5	Wages w5	83.00
Auto	Wages w5	Wages w5	81.28
DD	non domestic rates	RBC	673.00
Auto	Wages w6	Wages w6	929.73
Auto	Wages w6	Wages w6	83.00
Auto	Wages w6	Wages w6	81.28
DD	Copier lease	Siemens Financial Services	273.11
DD	non domestic rates	RBC	51.00
8874	Mileage (litter picking)	B Gardner	67.20
8875	First Aid course	British Red Cross	111.63
8876	Wind Turbine 1st payment	Eon	7,698.89
8877	Suzuki van Tax	DVLA	200.00
8878	Local Council Insurance	WPS	2,762.79
8878	Local Council Insurance	WPS	1,381.40
8879	Accounts annual licence	Scribe 2000	287.88
8880	Fuel account	Arval UK Ltd	165.79
8881	Suzuki MOT & repairs	G Conniss Motor Services	267.53
8882	Petty Cash Purchases	Petty Cash	69.61
Auto	Wages w7	Wages w7	944.58
Auto	Wages w7	Wages w7	83.00
Auto	Wages w7	Wages w7	96.28
DD	OCH elec bill	Eon	250.00
Auto	Wages w8/M2	Wages w8/M2	3,141.20
Auto	Wages w8	Wages w8/M2	975.21
Auto	Wages w8	Wages w8/M2	81.28

Continued...../

REPORT 'B' 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 June, 2010**,
at **7.00 p.m.** continued.....

8884	Cem elec bill	Eon	179.93
8885	Internal auditor fees	D Slight	160.00
8886	OCH gas bill	Eon	1,282.35
8887	Copier charge	Reprotec Office Solutions	19.40
8888	Repair/Maint materials	Handicentre(Bingham)	56.26
8888	Repair/maint materials	Handicentre(Bingham)	1.14
8888	Repair/Maint materials	Handicentre(Bingham)	14.37
8888	Repair/Maint materials	Handicentre(Bingham)	10.19
8889	Stihl FS130 brushcutters	JR Mowers	1,043.40
	Bank charges	Nat West	9.49
DD	Monthly broadband charge	Tiscali	17.04
8890	Tax/NI M2	HMRC	2,700.40
8891	Superann M2	NCC	1,205.04
8892	LH AVC's	Prudential	100.00
8893	Crossword prize	C Morley	20.00
8894	Keyholding service	RBS Invoice Finance Ltd	39.95
8895	Fire extinguisher inspection	Notts Fire & Rescue Service	83.73
8896	Town Fair posters	Universal Poster Service	211.50
8897	Butt Field fertiliser	S Hutton Ltd	5,181.75
8898	void		<u>£43,693.3</u>
			<u>2</u>