

Minutes of a meeting of the Finance, Policy & Resources Committee of Bingham Town Council  
held on Tuesday 05 November 2024 at 7.15pm  
held in the Councill Chamber of The Old Court House, Church Street, Bingham

**PRESENT:**

Councillors: R Bird, T Wallace, G Williams, N Jejna, M Stockwood, F Purdue-Horan and N Mees.

Officer: J Riddle (Town Clerk)

Members of the Public: 1 Including Councillor A Shelton.

1. **APOLOGIES FOR ABSENCE**

An apology for absence was received and accepted from Councillor E Georgiou. Councillor G Williams was noted as a substitute member and Councillor F Purdue-Horan Chaired the meeting as the Vice Chair.

2. **DECLARATIONS OF INTEREST**

Councillor R Bird declared a non-pecuniary interest in item 10 as a potential repair volunteer and confirmed that he would not speak to or vote on the item.

3. **MINUTES**

The minutes of 10 September 2024, Folio 10222 to 10223 were taken as read, approved and signed by the Chairman as a correct record.

4. **OUTSTANDING DECISIONS AND AGREE FURTHER ACTIONS**

The committee noted the updated decisions and actions report.

5. **ACCOUNTS PAID REPORT TO 30 SEPTEMBER 2024**

**RESOLVED:** that the accounts paid report of £32,964.90 be approved.

6. **BANK RECONCILIATIONS**

**RESOLVED:** to approve the reconciliation report to 30 September 2024.

7. **BUDGET TO ACTUALS TO 30 SEPTEMBER 2024**

The committee were updated of the emergency expenditure for the repair of the Gator Screen and van hire totalling £789.98.

**RESOLVED:** to approve the budget to actuals report to 30 September 2024.

**RECOMMEND:** the emergency expenditure of £789.98 be approved for the Gator repair and van hire costs.

8. **THREE YEAR RESERVES PLAN**

**RESOLVED:** to approve the updated three-year reserves plan.

9. **BINGHAM COMMUNITY EVENTS**

The committee noted the Christmas 2023 accounts provided. Further accounts, including a balance sheet to 31 December was requested for the January meeting, to support the 2025/26 event budget request.

10. **COMMUNITY GRANT AID APPLICATION – BINGHAM REPAIR CAFE**

**RESOLVED:** to grant £410 in support of an A Frame, two months rent, insurance, poster and printing costs and for the Council's PAT Tester be granted to the group. The conditions of Grant were confirmed as the opening of the Groups Banking facilities and return of the PAT Tester should the group cease to exist.

11. **BUTT FIELD SPORTS GROUND REPLACEMENT STORAGE**

The committee noted the progress made in identifying a suitable replacement for the Old Pavilion at Butt Field considered by the Community, Recreation and Amenities Committee. Costs would be met by the three-year reserves plan amount ring fenced for Butt Field Expansion Plans. The Council were advised that legal advice be gained to ensure that ownership of the new pavilion be included in the lease and confirmed as the Town Council.

**RESOLVED:** to accept the quotation of £670-£800 plus vat and disbursements costs from Natalie Dear.

**RESOLVED:** to give delegated authority to the Clerk to accept costs for support from Welham Associates to assist with the Planning Application of up to £400 plus vat.

**RESOLVED:** to grant delegated authority to the Clerk to incur legal costs for advice from the Council's nominated solicitor regarding changes to the lease.

**RESOLVED:** that confirmation be sent to Bingham Town Sports Club that prior to demolition of the current pavilion and installation of a new building, the ownership of the building and maintenance responsibilities be confirmed in the lease.

Work with the Sports Club to confirm that appropriate permissions and documentation was in place before any project progresses on the site would be progressed by the Office.

**12. HEALTH & SAFETY AND HR SERVICE CONTRACT**

The options for Adhoc and contractual services were considered and the recommendation from the HR Committee.

**RECOMMEND:** to award a 5-year HR and Health and Safety contract with Croner at a cost of £195.05 per month.

**13. OLD COURT HOUSE REPAIRS**

The committee noted the progress and that the Drone Survey quotation had now been selected.

**14. TITHBY ROAD STEPS LEADING TO BINGHAM LINEAR PARK**

Four quotations were considered and the Clerk confirmed that an outstanding query remained on quote 3.

**RESOLVED:** to grant delegated authority to the Clerk to progress Quote 3 or 1 for a Topographical Survey, subject to the outstanding query from the Linear Park Maintenance Budget.

The committee noted that on completion of the survey, structural engineers will be asked to quote for design options for a retaining wall solution for consideration.

**15. INTERNAL AUDITOR FOR ACCOUNTS YEAR ENDING 31 MARCH 2025**

**RECOMMEND:** that CA Plus be appointed as the Internal Auditor for the year ending 31 March 2025 at a cost of £460 plus VAT.

**16. RISK REGISTER**

**RECOMMEND:** approval of the updated risk register.

**17. POLICY REVIEW**

**a) COMMUNITY GRANT AWARD POLICY**

**RESOLVED:** to approve the Community Grant Award Policy.

**b) DRAFT COUNCILLOR ROOM HIRE, ACCESS AND KEYHOLDER POLICY**

**RECOMMEND:** approval of the Councillor Room Hire, Access and Keyholder Policy.

**18. CORRESPONDENCE**

No correspondence was received.

The meeting closed at: 8.46pm

.....CHAIRMAN

.....DATE

RECOMMENDATIONS:

- The emergency expenditure of £789.98 be approved for the Gator repair and van hire costs.
- To award a 5 year HR and Health and Safety contract with Croner at a cost of £195.05 per month.
- That CA Plus be appointed as the Internal Auditor for the year ending 31 March 2025 at a cost of £460 plus VAT.
- Approval of the updated risk register.
- Approval of the Councillor Room Hire, Access and Keyholder Policy

RESOLUTIONS:

- Approval of the accounts paid report of £32,964.90 be approved.
- Approval the reconciliation report to 30 September 2024.
- Approval of the budget to actuals report to 30 September 2024.
- Approval of the updated three-year reserves plan
- Approval of a Community Grant Award of £410 in support of an A Frame, two months' rent, insurance, poster and printing costs and for the Council's PAT Tester be granted to the group. The conditions of Grant were confirmed as the opening of the Groups Banking facilities and return of the PAT Tester should the group cease to exist.
- To accept the quotation of £670-£800 plus vat and disbursements costs from Natalie Dear.
- To give delegated authority to the Clerk to accept costs for support from Welham Associates to assist with the Planning Application of up to £400 plus vat.
- To grant delegated authority to the Clerk to incur legal costs for advice from the Council's nominated solicitor regarding changes to the lease.
- Confirmation be sent to Bingham Town Sports Club that prior to demolition of the current pavilion and installation of a new building, the ownership of the building and maintenance responsibilities be confirmed in the lease.
- Grant delegated authority to the Clerk to progress Quote 3 or 1 for a Topographical Survey, subject to the outstanding query from the Linear Park Maintenance Budget.
- Approval the Community Grant Award Policy.