



Newton and Biggin Parish Council

You are cordially invited to the Parish Council Meeting to be held in the Newton Village Memorial Hall, open to the public whilst adhering to Covid restrictions in force at the time

Thursday 24 June 2021 at 7.30pm

AGENDA

1. Present
2. Apologies
3. Declarations of Interest regarding items on the agenda - All
4. To agree the draft minutes from meeting held on 27 May 2021 - All
5. Matters arising and updates from previous minutes, not specifically on this agenda:
 - I. AGM - The Townland Allotments confirmed as in PC ownership - ADo
 - II. AGM - Public Liability Insurance confirmed as Zurich - ADo
 - III. PC meeting - Village Hall update - Porch, outside tap and electricals - RC
 - IV. PC meeting - Village Hall update - Signage and Councillor Warwick's delegated Budget Fund - ID
 - V. PC meeting - Defibrillator training programme update - ADo
 - VI. Village Benches - repair update - FP
 - VII. Update on HGVs signage and The Leys parking - AW
6. Suspension of Standing Orders: An opportunity for any issues raised by Members of the Public to be considered by the Council, subject to the agreement of the Chair
7. Resumption of Standing Orders
8. Children Playing Signage - ID
9. To agree the recommendation by the Chair and Vice Chair on the appointment of the new Parish Clerk - ID
10. To note Planning applications received and PC response to consultations - ID
 - I. 2021/VOCM/0062/LCC BMI Redland, Shawell Tile Works, Gibbet Lane, Shawell - Variation of Conditions
 - II. R21/0393 Europark, Unit 11, Watling Street - Change of Use
 - III. R21/0344 32, Main Street, Newton - New Garage



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11. To agree the timetable and content plan to deliver the Parish Council Newsletter, due for consideration at July 2021 PC meeting - ID
12. Five Arches Update and letting of contract for path works - ID
13. To receive the Internal Audit report and agree the action plan - ADo
14. To receive draft and agree new procedural documentation - Financial Procedures - ADo
15. Parish Council Finance Report - ADo
 - I. To receive the Parish Council AGAR, sign off, note the timing of the public notification and submission date to LLP Littlejohn
 - II. To note the Parish Council Financial Position and agree payments:
 - a) Financial position and bank reconciliation
 - b) Payments for approval - Internal Auditor payment (£310 + VAT)
 - c) WALC training (£30 + VAT)
 - d) Printer consumables (ink) - £27.99
 - e) RBC 1 Litter bin and 1 Dog waste bin - £539.00 + VAT
 - III. To note Direct Debits and regular payments in period:
 - a) Eon - Street lighting March (37.78 + VAT) and (April 36.56 + VAT)
 - b) Plusnet Village Hall Internet (£18.00 + VAT)
 - c) Honorarium - Picnic Area gate opening and closing (£83.33)
 - d) Copyshop - (39.02 + VAT)
16. Date and time of next meeting - 29 July 2021 at 7.30 Newton Village Memorial Hall, open to the public whilst adhering to Covid restrictions in force at that time.

Agenda prepared by Allyson Downes, Clerk and RFO - Newton & Biggin Parish Council, 16 June 2021