



# Newton and Biggin Parish Council

**You are cordially invited to the Public Parish Council Meeting to be held in the Newton Village Memorial Hall - Thursday 26 August 2021 at 7.30 pm**

**Note: Regarding the Village Hall, all legal Covid restrictions on capacity, distancing and use of the kitchen are now removed. The cleaning regime remains, attenders will be asked for their names for track and trace purposes and wearing of masks is a personal decision.**

## 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 29 July 2021 – All
5. To note the retirement of Allyson Downes, Clerk and Responsible Finance Officer to Newton Parish Council, on 31 August, 2021 - ID
6. Matters arising and updates from previous minutes, not specifically on this agenda:
  - I. Village Hall update - Outside tap, signage and electricals - ADa/ID/FP
  - II. Defibrillator update, training and use on children - ADo
  - III. Village Benches, timber repair update - FP
  - IV. Update on 'Caution Children Playing' signage and The Leys parking – ID
  - V. Update on repair of hazardous sign in the picnic area and opening and closing signs – AW/ID
  - VI. Update on an alternative to online applications for blue badge renewals – AW
  - VII. Update on discussing clearing the paths north of the Five Arches car park with the Conservation Volunteers – ID
  - VIII. Update on St. Thomas Cross Junction and Magna Park funding – ID
  - IX. Update on Remembrance Sunday plans – FP/ADo
  - X. Update on Newton Village newsletter – ADo
  - XI. Update on Five Arches, pursual of contractors' quote for works to improve Bridleway R106 where it crosses the Great Central at the former Bromwich's Bridge - ID
7. **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**
8. **Resumption of Standing Orders**
9. Maintenance of Bridleway Entrance, Main Street / Newton Lane – ID
10. To agree and note/consider additional items from the Internal Auditor Action Plan – RB/ID
  - I. To note Scribe position



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## II. Newton PC Emergency Plan

### 11. Parish Council Finance Report – RB

- I. Financial position and bank reconciliation report – due to transitioning to a new finance system, this will not be reviewed at this meeting
- II. To note E-On price increase from 22.10p per kWh to 25.4 p per kWh from 1 September 2021
- III. Payments for approval - nil
- IV. To note Direct Debits and regular payments made in period (with pre-approval):

July 2021		
BACS	HMRC – Staffing PAYE	£155.80
BACS	Staffing – Induction period	£656.73
Direct Debit – 22/6/21	Plusnet Village Hall Internet for July 2021	£18 + £3.60 VAT
BACS	Honorarium, picnic area gates	£83.33
Bill Payment – 16/8/21	Webgrowth – server support and training	£60.00
Bill Payment – 16/8/21	EON – street lighting for July 2021	£37.78 + £1.89 VAT
Direct Debit – 17/9/21	Information Commissioner’s Office (ICO) - Annual Data Protection Fee – payment will be taken on 17 September 2021 and annually thereafter	£35.00
Bill Payment – 19/8/21	Copyshop – July 2021 meeting papers	£22.44

12. The meeting is now closed to the public to allow the PC to discuss a confidential issue relating to an employee’s contract (in accordance with the Public Bodies Admission to Meetings) Act 1960.

13. Date and time of next Public Parish Council Meeting - 30 September 2021 at 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 19 August 2021