



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 24th February 2022 at 7.30 pm

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 January 2022 – All**
5. **Matters arising and updates from previous minutes, not specifically on this agenda:**
 - I. Update on repair of benches – RC
 - II. Update on St. Thomas Cross signage - ID
 - III. Arrangements for the Platinum Jubilee
 - a. Commemorations – ID
 - b. Celebration Working Party update – RT / ID
 - IV. Update on Ellis Gardens / Lioncourt flagpoles – ID
 - V. Update on Bus Travel Consultation – ID
 - VI. Update on hedgerow gaps, Great Central / Great Burnet Close – ID / AW / EH
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. Village Hall energy efficiency – ID
9. Village Hall aluminium ramp - RC
10. Village Hall Trustee Management – ID / RB
11. To agree Parish Council meeting dates for 2022 – RB
12. To formally approve the Local Government Association Model Councillor Code of Conduct following adoption by RBC – All
13. Policies due for allocation and review – All
 - a. Standing Orders
 - b. Equality and Diversity Policy
 - c. Safeguarding Policy
 - d. Health and Safety Policy
 - e. Financial Reserves Policy
 - f. Financial Procedures
 - g. Transparency Code
 - h. Complaints Procedure
14. To note Planning applications received and PC response to consultations - ID
 - a. R21 1149 3 Great Burnet Close, Rugby, CV23 0LF (Coton) for single storey rear extension – *Parish Council responded with no objections.*
 - b. R22 0084 31 Betony Road, Rugby, CV23 0FB (Coton) for residential loft conversion – *This has been circulated to Councillors with a deadline of 23rd February, 2022 for any comments.*



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c. 2021/VOCM/0062 Shawell Tile Works, Gibbet Lane, Shawell. LE17 6AB – Leicestershire County Council have refused planning permission.

15. Parish Council Finance Report – RB

- I. Financial position and bank reconciliation report
- II. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Michelle Abrahall Illustration - 50% final fee Jubilee design (budgeted in 2022/23)	£45.00	£0.00	£45.00
Leadbitter Glass – Jubilee Etched Glass (budgeted in 2022/23)	£340.00	£68.00	£408.00
Smith & Chambers – VH door (paid by PC, total exc VAT reimbursed by VHC)	£1868.65	£373.73	£2242.38
WALC – Year End & Audit training course	£30.00	£6.00	£36.00

III. To note Direct Debits and regular payments made in period (with pre-approval):

Feb-22			NET	VAT	TOTAL
DD - 21/02/22	NPC20/08/0133	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
FPO – 01/02/22	NPC20/06/0100	Honorarium - picnic area gates for January	£83.33	£0.00	£83.33
FPO - 02/02/22	NPC20/06/0100	Staffing for January	£355.60	£0.00	£355.60
FPO - 02/02/22	NPC20/06/0100	HMRC for January - Staffing PAYE	£84.60	£0.00	£84.60
FPO - 18/02/22	NPC20/06/0100	Server Invoice Nov & Dec (Webgrowth)	£60.00	£0.00	£60.00
FPO – 31/01/22	NPC21/08/0305	Honorarium – grass-cutting for January	£30.00	£0.00	£30.00
FPO - 04/02/22	NPC22/01/0366	Laptop & MS365 subscription (Price increased by £8.33 since approval)	£465.81	£93.16	£558.97
FPO – 04/02/22	NPC21/11/0350	WALC outstanding invoice for training #1	£30.00	£6.00	£36.00
FPO – 04/02/22	NPC21/11/0350	WALC outstanding invoice for training #2	£25.00	£5.00	£30.00

16. Date and time of next Public Parish Council Meeting – 31 March 2022 at 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 17 February 2022