



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 31st March 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 24 February 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. Update on hedgerow gaps, Great Central / Great Burnet Close – ID / EH
 - IV. Village Hall aluminium ramp – RC
 - V. Update on Village Hall energy efficiency - ID
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. Arrangements for the Platinum Jubilee
 - a. Commemorations – ID
 - b. Celebration Working Party update – RT / ID / EH
9. Village Hall Trustee Management – ID / RB
10. The Fisheries Site (Reilly's) – outcome of appeal - ID
11. To agree Parish Council meeting dates for 2022 – RB
12. Policies due for review & approval – 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
13. Preparation for Internal Audit & Annual Return (AGAR) – RB / ID
14. Asset Register – review and approve updated version - RB
15. To note Planning applications received and PC response to consultations - ID
 - a. R22 0084 - 31 Betony Road, Rugby, CV23 0FB (Coton) for residential loft conversion – **Parish Council responded with no objections.**
 - b. R22 0224 - 10 Newton Lane, Newton, CV23 0DZ for proposed single storey rear extension, along with a single storey wrap around extension to the front elevation and associated internal



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alterations – ***This has been circulated to Councillors with a deadline of 8th April, 2022 for any comments.***

- c. R22 0019 - 31 The Leys, Newton, CV23 0EA for PAX – erection of a single storey rear extension - ***Parish Council will respond thanking RBC for the consultation but will note this is a prior approval application and the need for planning permission is a technical matter for the LPA on which the Parish Council has no observations.***
- d. R21 1149 - 3, Great Burnet Close, Rugby, CV23 0LF – single storey rear extension – ***Planning permission has been approved by RBC.***

16. Parish Council Finance Report – RB

- I. Financial position and bank reconciliation report
- II. VAT reclaim update
- III. Village Hall Committee annual accounts
- IV. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Replacement battery for defibrillator (retro approval)	£220.00	£44.00	£276.00
Reimburse Cllr Threadgold for timber and hardware for benches (retro approval)	£63.24	£12.65	£75.89
WALC training – Planning suite x 3 sessions	£75.00	£15.00	£90.00
WALC training – Council Friendly Policies	£30.00	£6.00	£36.00
Scribe Accounts – 2022/23 Subscription	£288.00	£57.60	£345.60
WALC 2022/23 Subscription	£379.00	£62.00	£441.00
Casual worker pay (back pay salary increase)	£35.91	£0.00	£35.91
Five Arches project – wildflower plug plants	£316.80	£0.00	£316.80
New Laptop set up & install M365 (£15 increase to previous approved quote)	£75.00	£0.00	£75.00
Village Hall Trustee Management – legal advice	£416.50	£83.30	£499.80

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

March 2022			NET	VAT	TOTAL
DD - 21/03/22	NPC20/08/0133	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
DD – TBC	NPC20/06/0100	Npower – awaiting invoices for January & February	TBC	TBC	TBC
FPO – 28/02/22	NPC21/08/0305	Honorarium – grass-cutting for February	£30.00	£0.00	£30.00
FPO – 01/03/22	NPC20/06/0100	Honorarium - picnic area gates for February	£83.33	£0.00	£83.33
FPO – 04/03/22	NPC20/06/0100	Staffing for February	£364.26	£0.00	£364.26
FPO – 04/03/22	NPC20/06/0100	HMRC for February - Staffing PAYE	£86.80	£0.00	£86.80



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17. Date and time of next Public Parish Council Meeting – 28 April 2022 at 7.30pm, Newton Memorial Hall.

A handwritten signature in black ink, appearing to read "Rebecca Barry".

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 24 March 2022