



# 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 28<sup>th</sup> July 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 the meeting held on 30 June 2022 – All
5. Co-option of new Councillor - All
6. **Matters arising and updates from previous minutes, not specifically on this agenda:**
  - I. Update on repair of benches – BT
  - II. Update on St. Thomas Cross signage - ID
  - III. Update on Village Hall energy efficiency / Green Shoots grant– ID / RB
  - IV. Village Hall Trustee Management – ID / RB
  - V. Update on Village Booklet – RC
  - VI. Update on grant submission for noticeboard in Coton – ID / RB
  - VII. Update on Annual Governance and Accountability Return (AGAR) 2021/22 - RB
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. Update on the internal audit action plan
  - I. Review banking arrangements – RB / RC / ID
  - II. Generic risk assessment – ID / RB
  - III. Amend policy schedule to include ‘insurance policy review’ – RB
  - IV. Plan to inspect PC assets quarterly. Amend Health and Safety policy to include this– BT / RB
  - V. Budget spreadsheet to include three-year view – RB
  - VI. VH management document to be rewritten. Ensure PC sees copies of important documents – ID / RB
  - VII. Social Media policy – ID / RB
10. Adoption of open space at Ellis Gardens – ID
11. Installation of dog waste bin – Newton Road – ID
12. Restoration of Roll of Honour in the Village Hall – ID
13. Burial Committee agreement update – RC
14. Vegetation overgrowth in Little London Lane – RC
15. Coton East Balancing Pond - ID
16. To note Planning applications received and PC response to consultations: – ID
  - I. R22 0551 – LAND NORTH EAST OF CASTLE MOUND WAY, CASTLE MOUND WAY, RUGBY for Application for full planning permission for storage and distribution floorspace (Class B8 use), with ancillary offices, associated car parking, HGV parking, landscaping and infrastructure. **The Parish Council has responded to RBC urging that the development is not approved. Full response available on request.**



# Newton and Biggin Parish Council

## 17. Parish Council Finance Report – RB

- I. Financial position and bank reconciliation report (for June / Q1)
- II. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Webgrowth (4 months) – delay in invoicing	£120.00	£0.00	£120.00
Defibrillator pads	£64.00	£12.80	£76.80
Reimburse Newton Village Events for the purchase of flowers	£50.00	£0.00	£50.00
New Councillor Fundamentals Training	£30.00	£6.00	£36.00
Reimburse R.Barry for the purchase of A4 printer paper	£23.32	£4.67	£27.99

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

July 2022			NET	VAT	TOTAL
FPO – 30/06/22	NPC22/04/0415	Honorarium – grass-cutting for June	£30.00	£0.00	£30.00
FPO – 01/07/22	NPC22/06/0472	Internal Audit fee	£340.00	£68.00	£408.00
FPO – 01/07/22	NPC22/04/0415	Honorarium - picnic area gates for June	£83.33	£0.00	£83.33
FPO – 05/07/22	NPC22/04/0415	Staffing for June	£460.68	£0.00	£460.68
FPO – 05/07/22	NPC22/04/0415	HMRC for June - Staffing PAYE	£110.80	£0.00	£110.80
CHQ – 06/07/22	NPC22/06/0472	Reimburse NVE for Jubilee supplies	£150.41	£0.00	£150.41
DD – 21/07/22	NPC22/04/0415	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
DD – 27/07/22	NPC22/04/0415	Npower – electricity for June	£45.33	£2.27	£47.60

- IV. To note payments received in period:

July 2022 - None

18. **Closure of Council Meeting.** The Council resolve to exclude members of the public and press from the following item of business (18.I) due to their presence being prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. (As per Newton and Biggin Parish Council's Standing Orders 3-D)

- I. Review honorarium payment for car park gate locking – **Confidential**

19. Date and time of next Public Parish Council Meeting – 25 August 2022 at 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 21 July 2022