



## Minutes of the Newton and Biggin Annual Parish Council (PC) Meeting (Also known as the AGM) held on Thursday 26 May 2022 at 7pm

Ref	Minute	Record and Resolution	Action by
1	NPC22/05/0422	<b>Election of Chair</b> – The current Chair, Ian Davis, invited nominations for Chair for the next year. Ian Davis was nominated by Councillor Rick Crane, seconded by Councillor Bob Threadgold. A vote was taken, and this motion was unanimously carried. Therefore, Councillor Ian Davis has been agreed as Chair of the PC for the coming year.	
2	NPC22/05/0423	<b>Chair’s Declaration of Acceptance of Office</b> - Ian Davis signed the Declaration of Acceptance of Office for Parish and Town Councillors before the Clerk who also signed and dated the document. This is retained by the Clerk.	RB
3	NPC22/05/0424	<b>Record of members present</b> - Councillors - Ian Davis (ID) Chair, Rick Crane (RC), Anne Davis (AD), Bob Threadgold (BT). Rebecca Barry (RB) - Clerk Gordon Coates (GC) – Village Hall Committee  <b>Members of the Public</b> - there were two members of the public present.	
4	NPC22/05/0425	<b>Apologies and acceptance of reasons for absence</b> – Rugby Borough Councillor (RBC) Eve Hassell (EH) and Warwickshire County Councillor (WCC) Adrian Warwick (AW) who were both attending another meeting.	
5	NPC22/05/0426	<b>Declaration of Interest on items on the agenda</b> - There were no Declarations of Interest expressed relating to any items on the agenda.	

6	NPC22/05/0427	<b>To approve the minutes of the AGM held on 27 May 2021</b> – the minutes were agreed as a correct record. Going forward the minutes from the Annual Parish Council Meeting will be approved at the next full council meeting. A copy was unavailable for signing by the Chair.	
7 & 8	NPC22/05/0428	<b>Suspension of Standing Orders</b> - there were no issues raised by the public in attendance and as such, the Standing Orders were reinstated.	
9	NPC22/05/0429	<b>Election of Vice Chair</b> - The Chair invited nominations for Vice Chair. Rick Crane was nominated by Ian Davis and seconded by Anne Davis; a vote was taken, and this motion was unanimously carried. Therefore, Rick Crane has been agreed as Vice Chair of the PC for the coming year.	
10	NPC22/05/0430	<p><b>To appoint representatives to outside bodies</b>  Representatives were agreed as follows:</p> <ul style="list-style-type: none"> <li>I. Warwickshire and West Midlands Association of Local Councils (WALC) – Ian Davis</li> <li>II. The Burial Committee (currently two representatives) – Bob Threadgold and Rick Crane</li> <li>III. Elkington, Cockerill and Sherrier Charity – Anne Davis</li> <li>IV. The Village Hall Committee – Bob Threadgold and Ian Davis</li> <li>V. Townland Gardens Association (allotments) – Rick Crane</li> </ul> <p>These roles may be revisited during the year, following changes to the councillor structure.</p>	
11	NPC22/05/0431	<b>To note that Ian Davis, Chair, is on the WALC Board of Directors</b> – (For information only) The Chair explained that he had been asked to be on the board of WALC and will eventually be one of ten directors. The role of WALC was explained and the Chair asked if anyone was interested in being involved, to please let him know.	
12	NPC22/05/0432	<b>Statement of Finances on 31 March 2022</b> - The following Statement of Accounts was reviewed and approved:	

**Newton and Biggin Parish Council  
STATEMENT OF ACCOUNTS**

	<u>RECEIPTS</u>	<u>PAYMENTS</u>
Opening Balance		
Balance at Bank	26,252.85	
Cash in Hand		
Petty cash	5.14	
Election Costs		
SLCC Subscription		
Salary		4,923.03
Payroll Provider Costs		100.00
WALC Subscription		335.00
Insurance		386.70
Internal Audit		310.00
External Audit		200.00
Street Lighting		419.94
Burial Committee		
IT Software - Website & Server		576.00
Information Commissioner		35.00
Training		220.00
Other celebrations		130.00
Copying		248.54
Honorarium		1,126.63
Five Arches General Maintenance		2,201.04
Miscellaneous Legal Costs		416.50
Village Hall Internet Charges		216.00
Picnic Site Benches		
Village Hall Porch & Pointing		7,700.00
Street Lighting - Rolling Prog		
HMRC Tax		1,162.20
Village Hall Committee		
Miscellaneous Purchases	367.00	587.00
Village Hall Refurbishment	1,868.65	2,657.44
Defibrillator Consumables		305.00
Zoom Annual Cost		119.90
Precept	18,832.89	
RBC Grants		
VAT Refund		
IT Hardware		530.81
Ellis Gardens Open Space		
Five Arches Path Steps Repair		3,760.00
Five Arches Info Board & Art		539.00
Village Benches Repair		63.24
Village Planter & Pots		673.50
Grasscutting		

**Newton and Biggin Parish Council  
STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
WCC Grants		
Bank Interest		
Miscellaneous Income		
Christmas Celebrations		49.77
Stationary		24.71
Printer Consumables		97.98
Scribe Annual Cost		288.00
Village Hall Sign	320.00	320.00
Village Hall Committee Contributions		
VAT	5,193.83	3,887.72
	<b>26,587.51</b>	<b>34,610.65</b>
<b>Closing Balances:</b>		
Balances in Bank Account		18,229.71
Cash in Hand		
	<b>TOTAL</b>	<b>52,840.36</b>

The above statement represents fairly the financial position of the council as at 31 Mar 2022

Signed  REBECCA BARRY  
Responsible Financial Officer

Date 19/05/22.

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NPC22/05/0433

The meeting closed at 7.08pm. The date of the next AGM will be in May 2023. Exact date to be confirmed.