



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 25th August 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 28 July 2022 – All**
5. **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 grant submission for noticeboard in Coton – ID / RB
 - IV. Update on co-option of new Councillor – RB
 - V. Update on installation of new dog waste bin, Newton Road – ID
 - VI. Update on vegetation overgrowth in Little London Lane – RC
 - VII. Update on Coton East balancing pond - ID
 - VIII. Update on request for signage near the church to warn of elderly people crossing – ID
 - IX. Update on Newton Road closure - 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. Internal audit action plan
 - I. Review banking arrangements – RB / RC / ID
 - II. Generic risk assessment – ID / RB
 - III. Plan to inspect PC assets quarterly. Amend Health and Safety policy to include this– BT / RB
 - IV. Budget spreadsheet to include three-year view – RB
 - V. VH management document to be rewritten. Ensure PC sees copies of important documents – ID / RB
9. Adoption of open space at Ellis Gardens – ID
10. Restoration of Roll of Honour in the Village Hall – ID
11. Maintenance of village planters – RC
12. To approve Social Media policy – All
13. Rugby In Bloom Award – ID
14. Date of Christmas Lights switch on - ID
15. To note Planning applications received and PC response to consultations: – ID
 - I. None
16. Parish Council Finance Report – RB
 - I. Financial position and bank reconciliation report (for July)
 - II. Payments for approval:



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Payments for approval	NET	VAT	TOTAL
Webgrowth (2 months)	£60.00	£0.00	£60.00
Five Arches Project – Wood for steps, herbicide, fuel for machinery	£238.35	£0.00	£238.35

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

August 2022			NET	VAT	TOTAL
FPO – 31/07/22	NPC22/04/0415	Honorarium – grass-cutting	£30.00	£0.00	£30.00
FPO – 01/08/22	NPC22/04/0415	Honorarium - picnic area gates	£100.00	£0.00	£100.00
FPO – 05/08/22	NPC22/04/0415	Staffing	£423.45	£0.00	£423.45
FPO – 05/08/22	NPC22/04/0415	HMRC - Staffing PAYE	£101.80	£0.00	£101.80
DD – 22/08/22	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:

August 2022 - None

V. To note renewal of internet provision for another two years at the same cost.

17. Date and time of next Public Parish Council Meeting – 29 September 2022 at 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 18 August 2022