



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 29th September 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 25 August 2022 – All**
5. **Matters arising and updates from previous minutes, not specifically on this agenda:**
 - I. Update on request for signage near the church to warn of elderly people crossing – ID
 - II. Update on adoption of Betony Road play area and open space – ID
 - III. Update on restoration of Roll of Honour in the Village Hall – ID
 - IV. Update on maintenance of Village Planters – RC / 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 – BT / RB
 - IV. Budget spreadsheet to include three-year view – RB
9. To approve updated Village Hall Management document – All
10. To approve updated Health and Safety policy – All
11. To approve remaining 'opted in' to The Smaller Authorities' Audit Appointments for the next five years – All
12. To approve final plans for St. Thomas Cross signage - ID
13. Plans for Remembrance Sunday – ID / AN
14. Representation on Burial Committee – ID
15. Death of HM Queen Elizabeth II and events to mark the coronation of King Charles III – ID
16. Consideration of a Neighbourhood Plan – ID
17. Consideration of 'The Civility and Respect Pledge' - RB
18. Defibrillator spare pads – RB / AD
19. Grant application for solar panels for the Village Hall – ID / RB
20. 2023-23 Budget - ID
21. 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**
The Parish Council submitted further comments after receiving additional information from the agent.
 - II. **2021/0895/03 (2021/VOCM/0062/LCC) Shawell Tile Works Appeal**
The Parish Council reviewed the comments originally submitted at the time of the application and confirmed that they still stand and will not be making further representations.



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III. 2022/LD/0104/LCC Certificate of Lawfulness Application, New Earth Solutions, Gibbet Lane, Shawell

The Parish Council submitted a response on 13th September

22. Parish Council Finance Report – RB

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

Payments for approval	NET	VAT	TOTAL
Roll of Honour deposit (Retro)	£25.00	£0.00	£25.00
Coton Park Residents Association Jubilee Event costs claim	£1,177.83	£0.00	£1,177.83
WALC Training – GDPR and Data Protection x 3 parts	£90.00	£18.00	£108.00
Reimburse Cllr Anne Davis for the cost of plants for village planter (Retro)	£7.44	£0.00	£7.44
Reimburse Cllr Anne Davis for the cost of flower bouquet (Retro)	£15.00	£0.00	£15.00
Brush cutting banks at Five Arches	£380.00	£0.00	£380.00

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

September 2022			NET	VAT	TOTAL
FPO – 31/08/22	NPC22/04/0415	Honorarium – grass-cutting	£30.00	£0.00	£30.00
FPO – 01/09/22	NPC22/04/0415	Honorarium - picnic area gates	£100.00	£0.00	£100.00
FPO – 05/09/22	NPC22/04/0415	Staffing	£439.46	£0.00	£439.46
FPO – 05/09/22	NPC22/04/0415	HMRC - Staffing PAYE	£105.60	£0.00	£105.60
DD – 16/09/22	NPC22/04/0415	ICO Data Protection annual fee	£35.00	£0.00	£35.00
DD – 23/09/22	NPC22/04/0415	Plusnet Village Hall Internet	£18.43	£3.69	£22.12
DD – TBC	NPC22/04/0415	Npower – electricity for street lighting	£45.43	£2.27	£47.70

IV. To note payments received in period:

September 2022		
BGC – 13/09/22	Precept part two	£10,552.79
DEP – 14/09/22	Refund from Eon	£32.71

17. Date and time of next Public Parish Council Meeting – 27 October 2022 at 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 23 September 2022