



# 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 26<sup>th</sup> January 2023 at 7.30pm**

## **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 24 November 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 of consideration of a Neighbourhood Plan – ID
  - III. Review of Christmas Celebrations – RC
  - IV. To note the unsuccessful outcome of the Solar grant application – RB / 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 – All
  - II. To approve the format of the General Assessment of Risk template - All
9. Update on Planning Permission R22/051 Storage & Distribution etc Coton Park - developer obligations in respect of local employment opportunities and ecological off-setting – ID
10. To note message from King Charles III following the death of Queen Elizabeth II – ID
11. Coronation of King Charles III - All
12. Butterfly Conservation - The Warwickshire Experience” book – ID
13. Warm Hub grant application - ID
14. Update on St. Thomas Cross Signage – ID
15. Purchase of noticeboard for Village Hall - BT
16. To approve the proposed 2023-24 Budget and Precept – All
17. To approve the transfer of the remainder of ‘Legal Fees’ Ear Marked Reserve (EMR) £83.50 to ‘Ellis Gardens’ EMR– All
18. To approve the appointment of Bill Wooliscroft as Internal Auditor for 2022-23 – All
19. To note the result of the Quarter 3 Asset Inspection - BT
20. To note Planning applications received and PC response to consultations: – ID
  - I. **R22/1331 34, NEWTON LANE, NEWTON, RUGBY, CV23 0DX for Variation of Condition 2 (R22/0458 Proposed single and two storey front extension and alterations to dwellinghouse) a roof window removed and a side window added. The Parish Council responded with no objection.**
21. Parish Council Finance Report – RB
  - I. Quarter 3 Financial position and bank reconciliation report
  - II. VAT update
  - III. Electricity – street lighting update



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## IV. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Reimburse Cllr Crane for the purchase of Christmas Tree (Actual cost £185.00 vs £180 approved at Nov meeting) RETRO	£185.00	£0.00	£185.00
Reimburse Cllr Crane for the purchase of refreshments for Christmas event RETRO	£30.48	£0.00	£30.48
Rugby Borough Council – Two litter bins RETRO	£195.00	£39.00	£234.00
Ethical disposal of Christmas Tree RETRO	£15.00	£0.00	£15.00
Butterfly Conservation book for the parish RETRO	£25.00	£0.00	£25.00
Microsoft 365 Annual Renewal (March)			£79.99
McAfee Security Software Annual Renewal – Reimburse R.Barry			£35.99
Coton Park Residents Association – Christmas event	£322.17	£0.00	£322.17
Website maintenance Nov / Dec	£60.00	£0.00	£60.00

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

Dec 2022 / Jan 2023			NET	VAT	TOTAL
FPO – 30/11/22	NPC22/04/0415	Honorarium – grass-cutting	£30.00	£0.00	£30.00
FPO – 01/12/22	NPC22/07/0491	Honorarium - picnic area gates	£100.00	£0.00	£100.00
FPO – 05/12/22	NPC22/04/0415	Staffing	£687.25	£0.00	£687.25
FPO – 05/12/22	NPC22/04/0415	HMRC - Staffing PAYE	£167.60	£0.00	£167.60
FPO – 09/12/22	NPC22/04/0415	Website maintenance Sept / Oct	£60.00	£0.00	£60.00
DD – 21/12/22	NPC22/04/0415	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
DD – 28/12/22	NPC22/04/0415	Npower – electricity for street lighting	£17.49	£0.87	£18.36
FPO – 30/12/22	NPC22/04/0415	Honorarium – grass-cutting	£30.00	£0.00	£30.00
FPO – 03/01/23	NPC22/07/0491	Honorarium - picnic area gates	£100.00	£0.00	£100.00
FPO – 05/01/23	NPC22/04/0415	Staffing	£442.94	£0.00	£442.94
FPO – 05/01/23	NPC22/04/0415	HMRC - Staffing PAYE	£106.60	£0.00	£106.60

## VI. To note payments received in period:

Nov 2022 to Jan 2023		
23/11/22	WALC refunds for cancelled training sessions (x2)	£72.00
30/11/22	HMRC Q2 VAT form 126 refund	£123.36
18/01/23	Warks Rural – Warm Hubs Grant	£500.00
TBA	HMRC Q3 VAT form 126 refund	£113.13

22. Date and time of next Public Parish Council Meeting – 23 February 2023 at 7.30pm, Newton Memorial Hall.