



# 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 23<sup>rd</sup> February 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 26 January 2023 – All
5. Matters arising and updates from previous minutes, not specifically on this agenda:
  - I. Update of consideration of a Neighbourhood Plan – ID
  - II. Update on weekly Warm Hub – ID / AN
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
9. Update on plans for Coronation of King Charles III - All
10. Update on St. Thomas Cross Signage – ID
11. Update on repair of bench by the bus stop - ID
12. Coton Park Residents Association and Newton & Biggin Parish Council working together - ID
13. To review the results of the General Assessment of Risk and agree action plan - All
14. To note Planning applications received and PC response to consultations: – ID
  - I. **None**
15. Parish Council Finance Report – RB
  - I. Financial report for January and bank reconciliation report
  - II. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Noticeboard for Village Hall (Maximum cost)	£562.58	£112.52	£675.10
Reimburse Cllr Newnham for refreshments for the Warm Hub – part 1 (RETRO)	£7.30	£0.00	£7.30
Reimburse Cllr Newnham for refreshments for the Warm Hub – part 2 (RETRO)	£19.08	£0.00	£19.08
Reimburse Cllr Newnham for refreshments for the Warm Hub – part 3 (RETRO)	£8.70	£0.00	£8.70
Reimburse R.Barry for printer ink	£57.16	£11.43	£68.59
Scribe Accounts Annual Renewal for 2023-24	£345.60	£69.12	£414.72

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

February 2023			NET	VAT	TOTAL
DD – 23/01/23	NPC22/04/0415	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
DD – 26/01/23	NPC22/04/0415	Npower – electricity for street lighting	£42.83	£2.14	£44.97
FPO – 01/02/23	NPC22/04/0415	Honorarium – grass-cutting	£30.00	£0.00	£30.00



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FPO – 01/02/23	NPC22/07/0491	Honorarium - picnic area gates	£100.00	£0.00	£100.00
FPO – 06/02/23	NPC22/04/0415	Staffing	£465.76	£0.00	£465.76
FPO – 06/02/23	NPC22/04/0415	HMRC - Staffing PAYE	£112.20	£0.00	£112.20
DD – 21/02/23	NPC22/04/0415	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
DD – 24/02/23	NPC22/04/0415	Npower – electricity for street lighting	£41.33	£2.07	£43.40

#### IV. To note payments received in period:

February 2023		
N/A	None received	N/A

16. Date and time of next Public Parish Council Meeting – 30 March 2023 at 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 18 February 2023