



# 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 27<sup>th</sup> April 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 30 March 2023 – All
5. Matters arising and updates from previous minutes, not specifically on this agenda:
  - I. Update on purchase of planter for next to the newly refurbished bench – ID / RB
  - II. Ecological Off-setting meeting, Five Arches, update – ID
  - III. Update on St. Thomas Cross Signage - ID
  - IV. Update on blocked drains at St. Thomas Cross junction – ID / AW
  - V. Update on plans for the Coronation of King Charles III - 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. Review of effectiveness of Internal Controls – All
10. Consider the future of the Warm Hub - All
11. Policies due for approval: - All
  - I. Standing Orders
  - II. Equality and Diversity Policy
  - III. Safeguarding Policy
  - IV. Financial Procedures
  - V. Financial Reserves Policy
  - VI. Transparency Code
  - VII. Complaints Procedure
12. Policies due for allocation and review: - All
  - I. Data Protection / GDPR Policy
  - II. Internal Controls Policy
13. Payment schedules for approval: - All
  - I. Honorarium for Five Arches gates
  - II. Honorarium for bridleway grass-cutting
14. Review of Insurance Policy - RB
15. To note Planning applications received and PC response to consultations: – ID
  - I. R23/0409 at Land on the West side of Watling Street, Europark, Rugby, CV23 0AL for Construction of warehouse with ancillary offices and associated parking and loading – ***Circulated to Councillors for any comments***



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- II. R23/0346 17, Oxlip Close, Rugby, CV23 0JQ for Single storey side and rear extension - ***Circulated to Councillors for any comments***

16. Parish Council Finance Report – RB

- I. Financial report for March and bank reconciliation report.  
 II. Update on VAT position for Q4  
 III. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Reimburse Cllr Newnham for Warm Hub refreshments (RETRO)	£10.90	£0.00	£10.90
Village Hall sign	£265.00	£53.00	£318.00
WALC Annual Subscription	£395.00	£65.00	£460.00

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

April 2023			NET	VAT	TOTAL
FPO – 31/03/23	NPC22/04/0415	Honorarium – grass-cutting	£30.00	£0.00	£30.00
FPO – 03/04/23	NPC22/07/0491	Honorarium - picnic area gates	£105.00	£0.00	£105.00
FPO – 05/04/23	NPC22/04/0415	Staffing	£465.56	£0.00	£465.56
FPO – 05/04/23	NPC22/04/0415	HMRC - Staffing PAYE	£112.40	£0.00	£112.40
DD – 21/04/23	NPC22/04/0415	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
DD – 26/04/23	NPC22/04/0415	Npower – electricity for street lighting	£39.61	£1.98	£41.59

- V. To note payments received in period:

April 2023		
FPI – 12/04/23	Precept Part One from RBC	£10,625

17. Closure of Council Meeting  
 18. Date and time of next Public Parish Council Meeting – 25 May 2023 at 7.30pm, Newton Memorial Hall.  
 19. Re-open meeting – Newton and Biggin Parish Council as Sole Trustee of Newton Village Memorial Hall, registered charity number 522971 (see separate agenda)

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 22 April 2023