



# 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 25<sup>th</sup> May 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 27 April 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. Review of Coronation Celebrations - AN
  - VI. Update on future of the Warm Hub – All
  - VII. Update on banking arrangements – All
  - VIII. Update of consideration of a Neighbourhood Plan - 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. Response to RBC's consultation on a proposed Community Infrastructure Levy - ID
9. To receive the Internal Audit report and agree action plan – All
10. Preparations for Annual Governance Accountability Return (AGAR) - RB
11. Policies due for approval: - All
  - I. Transparency Code
  - II. Data Protection / GDPR Policy
  - III. Internal Controls Policy
12. Review of Insurance Policy – RB
13. To note the Clerk's annual incremental rise from SCP 18 to SCP 19 effective 1<sup>st</sup> April – All
14. To note the result of the Quarter 4 Asset Inspection - BT
15. To note Planning applications received and PC response to consultations: – ID
  - I. R23/0492 6, THE HOLLIES, NEWTON, RUGBY, CV23 0DD for PROPOSED 2 STOREY SIDE EXTENSION TO DWELLING AND REMOVAL OF EXISTING CONSERVATORY – *Circulated to Councillors for any comments*
16. Parish Council Finance Report – RB
  - I. Financial report for April and bank reconciliation report.
  - II. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Zurich Insurance	£494.71	£0.00	£494.71
Webgrowth Consulting	£60.00	£0.00	£60.00



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CPR A Coronation Invoice	£1500.00	£0.00	£1500.00
Reimburse R. Barry for the cost of 'signed for' postage x 2 banking forms	£5.20	£0.00	£5.20
Internal Audit fee	£375.00	£75.00	£450.00

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

May 2023			NET	VAT	TOTAL
FPO – 28/04/23	NPC23/04/0632	Honorarium – grass-cutting	£31.50	£0.00	£31.50
FPO – 02/05/23	NPC23/04/0632	Honorarium - picnic area gates	£105.00	£0.00	£105.00
FPO – 05/05/23	NPC23/04/0630	Staffing	£514.90	£0.00	£514.90
FPO – 05/05/23	NPC23/04/0630	HMRC - Staffing PAYE	£124.20	£0.00	£124.20
DD – 22/05/23	NPC23/04/0630	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
DD – 01/06/23	NPC23/04/0630	Npower – electricity for street lighting	£54.72	£2.74	£57.46

IV. To note payments received in period:

May 2023		
FPI – 02/05/23	Contribution received from VHC for Noticeboard	£265.00
FPI – 03/05/23	Q4 VAT reclaim from HMRC	£383.89

17. Date and time of next Public Parish Council Meeting – 29 June 2023 at 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 19 May 2023