



**Minutes of the virtual (Zoom) Newton and Biggin Parish Council (PC) meeting held on  
Thursday 22 October 2020**

Ref	Minute	Text	Action
1	NPC20/10/0153	<p><b>Attendance</b> - Parish Councillors - Ian Davis (Chair), Rick Crane, Vanessa Goulborn, Anne Davis, Frank Preston and Allyson Downes (Clerk).</p> <p>No members of the public were in attendance.</p>	
2	NPC20/10/0154	<p><b>Apologies</b> - Rugby Borough Council (RBC) Councillor Leigh Hunt and Warwickshire County Councillor (WCC) Adrian Warwick.</p>	
3	NPC20/10/0155	<p><b>Declarations of Interest</b> - None.</p>	
4	NPC20/10/0156	<p><b>Minutes of the Meeting held on 24 September 2020</b> - These were agreed as a correct record.</p>	
5	NPC20/10/0157	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>I. <b>Ellis Gardens, open space and playground</b> - An inspection meeting had been arranged for 3 November with Lioncourt, representatives from RBC Parks Dept., and the Parish Council would meet to discuss the condition of the site prior to Parish Council adoption.</li> <li>II. <b>HGV Signage</b> - It was noted that Councillor Warwick had organised reinforcement of weight restriction signage on the A5 and the issue of HGVs coming through the village had reduced.</li> <li>III. <b>Defibrillator cabinet repairs</b> - It was RESOLVED that the Clerk would arrange the purchase of a new door and organise repair. This would be in the region of £160.00 which was approved.</li> <li>IV. <b>Hedgehog signage</b> - It was RESOLVED that if the PC is not successful in the Councillor grant applied for, then it would contribute £20 towards costs.</li> <li>V. <b>Overhanging and dead trees</b> - This query had been passed to Warwickshire Highways Dept., who have inspected the site on Newton Road and will address.</li> </ul>	<p><b>ADo</b></p> <p><b>ADo</b></p>

		<p>VI. <b>Planning Application Ref: R20/0787 475 dwellings Coton Park</b> - The plan had been received and considered by the PC and it was RESOLVED that the following would be the formal response to the consultation. The Clerk would respond to RBC Development Team on behalf of the PC.</p> <p>Thank you for giving the Parish Council the opportunity to comment on this major application. The Parish Council is aware that the application site forms part of a larger area allocated for development in the Adopted Rugby Local Plan. As such no objection is raised to the principle of the development.</p> <p>There are, however, a few issues that the Parish Council would wish to draw to your attention. Firstly, the Parish Council is extremely pleased at the scale and location of the open space proposed on the Master Plan. This will provide a valuable amenity to existing and future residents and will also provide a green buffer maintaining the locational integrity of the village of Newton. It will, if properly managed, complement the adjacent Great Central Way and Five Arches Wildlife Site (the latter funded and managed by the Parish Council) in both amenity and wildlife terms.</p> <p>Secondly, the Parish Council is pleased that the development includes a Primary School with the potential for a Secondary School should the need be justified. It is important that these schools are readily accessible to future generations of Newton children. To that end a safe and convenient footpath/cycleway link needs to be established. A footpath link is shown linking the village to the development via the accommodation bridge over the Great Central Way. At present this is a muddy track and will require improvements to surfacing and lighting to bring it up to the required standard.</p> <p>Thirdly, the Parish Council notes that there is a paddock area located immediately to the west of the wooded area of the Ashlawn Cutting/Five Arches Site. It is coloured pale green on the Master Plan. It lies outside the red edge and does not form part of the application site. No access is shown and it appears to be landlocked by the development. The Parish Council is certainly not promoting its development - indeed, it will form a useful buffer between the development and the Wildlife Site - but it is suggested that the LPA may wish to clarify its designation in order to avoid future complications.</p> <p>Lastly (and this matter has only recently come to light and hasn't been the subject of discussions with the applicant) the Master Plan shows a footpath from the development connecting with the west side of Newton Lane just to the north of the Five Arches Bridge. There is no footpath alongside Newton Lane at this point and there is a bend in the road over the bridge. Thought needs to be given as to how a safe connection can be made with the footpath that runs alongside Newton Lane on its east side, to the south of the Picnic Site entrance.</p>	<p><b>ADo</b></p>
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<b>6</b>	NPC20/10/0158	<b>Suspension of Standing Orders to Allow Public Questions - No public attended</b>	
<b>7</b>	NPC20/10/0159	<b>Resumption of Standing Orders</b>	
<b>8</b>	NPC20/10/0160	<b>Protocol for Virtual Public Meetings</b> - It was RESOLVED to agree the Protocol provided as this sets out arrangements for virtual meetings until normal parish meetings are reinstated and this would be publicised.	<b>ADo</b>
<b>9</b>	NPC20/10/0161	<b>Recycling Plant, Gibbet Lane, Shawell</b> - It was noted that the planning application for the Recycling Plant at Shawell had been refused.	
<b>10</b>	NPC20/10/0162	<b>Website Content Accessibility Guidelines</b> - It was noted that the Clerk had undertaken a self-assessment of the PC website which had been sent to the Website Developer for a cost estimate for further consideration.	
<b>11</b>	NPC20/10/0163	<p><b>Finance Report</b></p> <p>I. Bank Reconciliation Report - Noted.</p> <p>II. Payments made in period and variances - Noted.</p> <p>III. Further payments for EON (£39.67 August, £38.39 Sept), Webgrowth (£60.00 August &amp; Sept), Plusnet (£21.00 VH internet provision) and Zoom £143.88 (annual cost) - Authorised.</p>	<b>ADo</b>

		<table border="1"> <thead> <tr> <th colspan="2">Finance report and Bank Reconciliation for 22 October 2020 Parish Council Meeting</th> </tr> </thead> <tbody> <tr> <td><b>Bank Balance - Statement No 12, 13 ,14 &amp; 15 Opening Balance dated 1 August 2020</b></td> <td style="text-align: right;"><b>£30,103.99</b></td> </tr> <tr> <td>Income (reported to August 20 2020 PC meeting)</td> <td style="text-align: right;">£100.99</td> </tr> <tr> <td>Expenditure (reported to August 20 2020 PC meeting)</td> <td style="text-align: right;">-£6,947.41</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>£23,257.57</b></td> </tr> <tr> <td><b>Balance Statement (opening balance) Statement No 16 dated 2 October 2020</b></td> <td style="text-align: right;"><b>£23,257.57</b></td> </tr> <tr> <td><b>Income Precept II Rugby Borough Council</b></td> <td style="text-align: right;"><b>£9,000.00</b></td> </tr> <tr> <td><b>Expenditure</b></td> <td></td> </tr> <tr> <td>Salary (August 2020)</td> <td style="text-align: right;">-£228.19</td> </tr> <tr> <td>HMRC (August)</td> <td style="text-align: right;">-£57.20</td> </tr> <tr> <td>Honorarium (August 2020)</td> <td style="text-align: right;">-£83.33</td> </tr> <tr> <td>Eon July</td> <td style="text-align: right;">-£39.67</td> </tr> <tr> <td>Copyshop</td> <td style="text-align: right;">-£49.68</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>-£458.07</b></td> </tr> <tr> <td><b>Bank Statement (closing balance) 16 dated 2nd October 2020 - Closing balance</b></td> <td style="text-align: right;"><b>£31,799.50</b></td> </tr> <tr> <td><b>Income (corrections)</b></td> <td style="text-align: right;">*166.66</td> </tr> <tr> <td><b>Payments made (Expenditure)</b></td> <td style="text-align: right;"><b>£31,966.16</b></td> </tr> <tr> <td>Salary and expenses back pay</td> <td style="text-align: right;">-£556.06</td> </tr> <tr> <td>HMRC</td> <td style="text-align: right;">-£64.00</td> </tr> <tr> <td>Copyshop</td> <td style="text-align: right;">-£75.60</td> </tr> <tr> <td>Honorarium Sept</td> <td style="text-align: right;">-£83.33</td> </tr> <tr> <td>Butterfly conservation</td> <td style="text-align: right;">-£818.81</td> </tr> <tr> <td>SLCC Training</td> <td style="text-align: right;">-£30.00</td> </tr> <tr> <td>Honorarium Errors (corrected)*</td> <td style="text-align: right;">-£166.66</td> </tr> <tr> <td>Forestry and Landscaping</td> <td style="text-align: right;">-£576.00</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>-£2,370.46</b></td> </tr> <tr> <td><b>Closing Balance Statement no 17 dated 13 October 2020</b></td> <td style="text-align: right;"><b>£29,595.70</b></td> </tr> <tr> <td>General Reserves</td> <td style="text-align: right;">-£12,000.00</td> </tr> <tr> <td>Earmarked reserves for Village Hall Porch and Pointing</td> <td style="text-align: right;">-£7,000.00</td> </tr> <tr> <td>Oustanding budget commitments (approx. based on predicted budgeted spend)</td> <td style="text-align: right;">-£8,000.00</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>-£27,000.00</b></td> </tr> <tr> <td></td> <td style="text-align: right;"><b>£2,595.70</b></td> </tr> <tr> <td><b>Agreed further spend, not paid to date</b></td> <td></td> </tr> <tr> <td>Projector cabinet</td> <td style="text-align: right;">-£300.00</td> </tr> <tr> <td>Defibrillator cabinet repairs</td> <td style="text-align: right;">-£300.00</td> </tr> <tr> <td>2nd notice board</td> <td style="text-align: right;">-£300.00</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>-£900.00</b></td> </tr> <tr> <td><b>Predicted Unallocated</b></td> <td style="text-align: right;"><b>£1,695.70</b></td> </tr> <tr> <td><b>Request for Authorisation to Pay</b></td> <td></td> </tr> <tr> <td>Eon August</td> <td style="text-align: right;">£39.67</td> </tr> <tr> <td>Eon September</td> <td style="text-align: right;">£38.39</td> </tr> <tr> <td>Webgrowth (website/server mainenance and advice) - August &amp; 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12	NPC20/10/0164	<b>Christmas Arrangements</b> - Due to the requirement for social distancing, normal Christmas celebrations are unable to take place. The PC RESOLVED that it would support a Christmas Tree and lights. Councillor Goulborn agreed to lead this initiative supported by Councillors Crane and Davis.	VG																																																																																				
13	NPC20/10/0165	<b>The meeting ended at 20.15pm. Date and time of Next Meeting</b> - Thursday 19 November 2020 (by Zoom).																																																																																					