



Minutes of Newton and Biggin Parish Council (PC) meeting held on Thursday 09 January 2020

Ref	Minute	Text	Resolution/ Action
1	NPC20/01/0001	<p>Attendance - Ian Davis (ID) Chair, Parish Councillors Anne Davis (ADa), Vanessa Goulborn (VG), Rick Crane (RC), Frank Preston (FP), Warwickshire County Council (WCC) Councillor Adrian Warwick (AW) and PC Clerk Allyson Downes (ADo).</p> <p>The Chair welcomed six members of the public - June Ford, Kate Riley, Jane Morgan, Judith Leggatt, Amy Poole and Janet Jamieson. The Chair introduced Councillors to new residents.</p>	
2	NPC20/01/0002	Apologies - Rugby Borough Council (RBC) Councillor Leigh Hunt (LH).	
3	NPC20/01/0003	There were no declarations of interest expressed.	
4	NPC20/01/0004	Previous minutes - the minutes from 21 of November 2019 were agreed as a correct record.	
5	NPC20/01/0005	<p>Matters Arising:</p> <ul style="list-style-type: none"> I. Kate Riley raised the ongoing issue of a drainage ditch discharging onto the road towards St. Thomas Cross. It was noted that this is likely due to blocked gulleys and/or ditches. It was also noted that responsibility for ditch drainage is the landowners. WCC Councillor Adrian Warwick agreed to check the position. II. The Chair reported that in regard to the blocked drain on Main Street, Severn Trent Water Authority has accepted responsibility, inspected and undertaken jetting. This appears to have resolved this issue and the drain is not flooding. III. Projector and planters have been received and paid for. IV. The projector is now installed and operational. Costings and availability of a security cabinet to house the projector operational box is underway and the planters are due to be sited and planted. Prices for a new notice board for Ellis Fields and the cost of installation for the VH are being explored for this financial year with monthly contractual obligations falling into next year's expenditure. V. Burial Committee payment - there is no clarity whether the PC will be asked for this fee in this financial year. The PC has made provision for this cost for the coming financial year. It was agreed to add burial costs to the PC website, Newsletter and New residents' information. VI. Website - It was noted that accessibility issues to the website had been addressed by the server administrator. Further work remains on a specific Village Hall page to include the VH hire process and costs. VII. Village Hall Internal Works - The Chair gave an update on the VH internal works. It was noted that Mick Brown Building Services will undertake the building works at a cost of £6,900.00 + VAT representing best value when 	<p style="text-align: right;">AW</p> <p style="text-align: right;">VG ID ADo</p> <p style="text-align: right;">ADo</p>



		considered against other quotes received. After a member of the public raised some concern, the Chair would further discuss the provision of the French door before proceeding with this element of the works.	ID
6	NPC20/01/0006	<p>The Standing Orders were suspended to enable members of the public to address the Parish Council.</p> <ul style="list-style-type: none"> • Transport - Jane Morgan raised issues relating to transport arrangements in the village on behalf of new residents. The Chair and councillors explained the local and national position with rural transport arrangements and it was agreed to make what transport arrangements were in place, explicit on the website. Warwickshire County Councillor Adrian Warwick offered to send the current bus-timetables to the Clerk who would add to the website and to the new residents' information pages. • Footpath to Clifton-Upon-Dunsmore - Janet Jamieson raised an issue around a slippery pavement and County Councillor Adrian Warwick agreed to explore improvements to the pavement. • Speeding vehicles through the village - June Ford raised the issue of continuing speeding through the village. It was noted that data had been previously considered by the PC and there is no specific evidence of speeding to be addressed. There had been a recent issue with a Tarmac HGV delivering through the village which is against the agreed restrictions in place and the Chair reported that Lioncourt had addressed this immediately. County Councillor Warwick reported that Wolvey Parish Council had recently purchased speed guns which were available for Newton Parish Council if required. • Pothole on Newton Lane - Councillor Davis asked County Councillor Warwick if Warwickshire highways could repair the large pothole on Newton Lane considered as hazardous. County Councillor Warwick agreed to look into this. 	<p>AW ADo</p> <p>AW</p> <p>AW</p>
7	NPC20/01/0007	Resumption of Standing Orders	
8	NPC20/01/0008	<p>Budget for 2020/2021 - The Chair reported the financial position. It was noted that it was likely that there would be slack in the 2020/21 budget resulting in underspend, largely due to lower than anticipated spend on environmental elements though this will be needed for the village hall internal works. There are a number of unknowns that may affect the year end outturn, such as the £750 earmarked for the village contribution to the Burial Committee, which may or may not be required. The draft budget for 2020/2021 was circulated and the Chair described the operating budget and discretionary items considered by Councillors to benefit the village and this was approved without change by all attendees. In summary, the Parish Council is in a good financial position and the precept for 2020/21 which is £18,000 represented an increase from £16,000 without the council increasing tax. The increased income will enable the parish council to meet its obligations, maintain £12,000 for reserves and continue village improvements. Here is the budget considered and approved by the Parish Council which will be sent to Rugby Borough Council and ratified at the 30 January 2020 meeting.</p>	ADo



		2020/21 DRAFT BUDGET WITH DISCRETIONARY ITEMS - NEWTON AND BIGGIN PARISH COUNCIL FOR CONSIDERATION AT THE PC MEETING ON 9 JANUARY 2020	
		1 Petty Cash	£200.00
		2 Election	£500.00
		3 SLCC	£76.00
		4 Salary and Tax	£3,200.00
		5 Payroll	£50.00
		6 WALC	£260.00
		7 Insurance	£450.00
		8 Internal Audit	£50.00
		9 External Audit	£280.00
		10 Eon	£500.00
		11 Burial Committee	£750.00
		12 IT Development	£200.00
		13 Information commissioner	£40.00
		14 Training	£200.00
		15 Misc Celebrations	£200.00
		16 Copy Shop	£650.00
		17 Honorarium	£1,000.00
		18 5 Arches + £1K for two benches and repair of wetland bridges	£3,000.00
		19 Misc Legal Fees	£500.00
		20 12 months internet costs (tbc based on 12 months @ £30 pcm)	£360.00
		21 Picnic site bench	£1,350.00
		22 VH pointing and new porch	£2,000.00
		23 Street lighting - rolling programme	£2,184.00
			£18,000.00
9	NPC20/01/0009	Date, time and venue of next meeting - Thursday 30 January 2020 - 7.30pm. Note the change of venue from the Village Hall to the Good Shepherd Church.	
		There being no further business, the meeting concluded at 8.30.	

Minutes prepared on 11 January 2020 by A Downes - Clerk and Responsible Finance Officer
Chair - I Davis