



Minutes of the Newton and Biggin Annual Parish Council (PC) Meeting (Also known as the AGM) held on Thursday 25 May 2023 at 7pm

Ref	Minute	Record and Resolution	Action by
1	NPC23/05/0638	Election of Chair – The current Chair, Ian Davis, invited nominations for Chair for the next year. Ian Davis was nominated by Councillor Rick Crane, seconded by Councillor Bob Threadgold. A vote was taken, and this motion was unanimously carried. Therefore, Councillor Ian Davis has been agreed as Chair of the PC for the coming year.	
2	NPC23/05/0639	Chair’s Declaration of Acceptance of Office - Ian Davis signed the Declaration of Acceptance of Office for Parish and Town Councillors before the Clerk who also signed and dated the document. This is retained by the Clerk.	RB
3	NPC23/05/0640	Record of members present - Councillors - Ian Davis (ID) Chair, Rick Crane (RC), Anne Davis (AD), Bob Threadgold (BT), Andy Newnham (AN). Rebecca Barry (RB) - Clerk Members of the Public - there was one member of the public present.	
4	NPC23/05/0641	Apologies and acceptance of reasons for absence – Rugby Borough Councillor (RBC) Eve Hassell (EH) and Warwickshire County Councillor (WCC) Adrian Warwick (AW) who were both attending another meeting.	
5	NPC23/05/0642	Declaration of Interest on items on the agenda - There were no Declarations of Interest expressed relating to any items on the agenda.	

6 & 7	NPC23/05/0643	Suspension of Standing Orders – a member of the public mentioned that the Parish Council was doing a “grand job”. As there were no other issues raised by the public in attendance, the Standing Orders were reinstated.	
8	NPC23/05/0644	Election of Vice Chair - The Chair invited nominations for Vice Chair. Rick Crane was nominated by Ian Davis and seconded by Anne Davis; a vote was taken, and this motion was unanimously carried. Therefore, Rick Crane has been agreed as Vice Chair of the PC for the coming year.	
9	NPC23/05/0645	To appoint representatives to outside bodies Representatives were agreed as follows: <ul style="list-style-type: none"> I. Warwickshire and West Midlands Association of Local Councils (WALC) – Ian Davis II. The Burial Committee (currently two representatives) – Rick Crane and Andy Newnham III. Elkington, Cockerill and Sherrier Charity – Anne Davis IV. The Village Hall Committee – Bob Threadgold and Ian Davis V. Townland Gardens Association (allotments) – Rick Crane 	
10	NPC23/05/0646	To note that Ian Davis, Chair, is on the WALC Board of Directors – (For information only) The Chair explained that he is a WALC Board Director and is also Chair of the Rugby Area Meeting.	
11	NPC23/05/0647	Statement of Finances on 31 March 2023 - The following Statement of Accounts was reviewed and approved:	

**Newton and Biggin Parish Council
STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	18,229.71	
Cash in Hand		
Petty cash		
Election Costs		
SLCC Subscription		
Salary		5,600.46
Payroll Provider Costs		100.00
WALC Subscription		335.00
Insurance		447.05
Internal Audit		340.00
External Audit		200.00
Street Lighting	31.15	665.98
Burial Committee		
IT Software - Website & Server		375.85
Information Commissioner		35.00
Training	60.00	180.00
Other celebrations		218.05
Copying		
Honorarium		1,493.32
Five Arches General Maintenance		2,037.79
Miscellaneous Legal Costs	-83.50	
Village Hall Internet Charges		216.43
Picnic Site Benches		
Village Hall Porch & Pointing		
Street Lighting - Rolling Prog		
HMRC Tax		1,349.80
Village Hall Committee		
Miscellaneous Purchases		
Village Hall Refurbishment	2,446.67	2,461.66
Defibrillator Consumables		128.00
Zoom Annual Cost		
Precept	21,105.58	
RBC Grants		
VAT Refund		
IT Hardware		102.65
Ellis Gardens Open Space	83.50	
Five Arches Path Steps Repair		
Five Arches Info Board & Art		
Village Benches Repair		195.00
Village Planter & Pots		7.44
Grasscutting		

Newton and Biggin Parish Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
WCC Grants		
Bank Interest		
Miscellaneous Income		
Christmas Celebrations		230.48
Stationary		31.17
Printer Consumables		86.27
Scribe Annual Cost		288.00
Village Hall Sign		
Village Hall Committee Contributions		
Future Enhancements to Open Spaces		
Platinum Jubilee - Newton		1,492.46
Platinum Jubilee - Etched Glass		
Coton Community Fund		1,500.00
General Contingency Fund	-800.00	325.00
Roll of Honour Refurb		376.16
Warm Hub	500.00	64.73
Coton Noticeboard	1,500.00	
VAT	977.47	1,207.46
	25,820.87	22,091.21
Closing Balances:		
Balances in Bank Account		21,959.37
Cash in Hand		
TOTAL	44,050.58	44,050.58

The above statement represents fairly the financial position of the council as at 31 Mar 2023

Signed


Responsible Financial Officer

Date

21/05/23

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NPC23/05/0648

The meeting closed at 7.06pm. The date of the next AGM will be in May 2024. Exact date to be confirmed. 2024 is an election year, so the Clerk will clarify the process.

RB