

Minutes of the Newton and Biggin Parish Council (PC) Meeting Thursday 30th August 2023 at 7.30pm

Ref	Minute	Record and Resolution	Action by
1	NPC23/08/0701	Present - Ian Davis (Chair) (ID), Councillors (Cllrs) Anne Davis (AD), Rick Crane (RC), Bob Threadgold (BT)	
		Rugby Borough Councillor (RBC) Eve Hassell (EH)	
		In attendance – Rebecca Barry (RB), Clerk	
		Members of Public - One.	
2	NPC23/08/0702	Apologies and acceptance of reasons for absence – Councillor Andy Newnham (AN) due to holiday. ACCEPTED.	
		Warwickshire County Councillor (WCC) Adrian Warwick (AW) due to attending another meeting.	
3	NPC23/08/0703	Declarations of Interest - There were no Declarations of Interest expressed relating to any items on the agenda.	
4	NPC23/08/0704	Agreement of minutes from the previous meeting - Minutes of the meeting held on 27 th July 2023 were agreed as	
		a correct record and signed by the Chair.	
5	NPC23/08/0705	Matters Arising and updates from previous minutes, not specifically on this agenda:	
		I. Update on new dog waste bin – Cllr Anne Davis reported that the new bin is being installed on 1^{st} September	
		by Steve Bryan. The Clerk reported that an invoice has been received from RBC and is listed on the payments for approval table.	
		II. Update on faulty streetlight and maintenance contract – The Clerk reported that the lantern has been	RB / ID
		replaced and the streetlight is now fully functional. No update from the contractor regarding a quote for a	'
		maintenance contract but the Clerk will keep chasing. The Chair will discuss the provision in Wolvey with Cllr Adrian Warwick.	
		III. Update on closure of Plusnet Business Broadband - The Clerk reported that an alternative provision was	RB / BT
		available through BT, at a slightly higher price than the current Plusnet contract, and the process to switch seems straightforward. Cllr Threadgold will discuss at the next Village Hall Committee (VHC) meeting to see	
		whether the VHC should take on the contract. The Clerk will add to October PC meeting agenda.	

6	NPC23/08/0706	Suspension of Standing/ Orders in order to let the Public raise any issues of concern:	
		No issues were raised	
7	NPC23/08/0707	As there were no further issues raised by the public, the Standing Orders were resumed.	
8	NPC23/08/0708	Death of Judith Leggatt, former Chair of Parish Council – The Chair shared the sad news of the death of Judith Leggatt and attended the funeral with ClIr Anne Davis. Judith lived in Newton for over 50 years and was Chair of the PC for over 20 years. She was responsible for introducing the Village Show and Live and Local, leaving a lasting legacy. The PC will write to Judith's husband David, to convey condolences and thanks.	ID / RB
9	NPC23/08/0709	Neighbourhood Plan (NP)	
		I. General Update - The Chair recapped the history with this item. The next NP meeting has been scheduled for Monday 25 th September at 7pm in the village hall and will be led by Gary Kirk from Your Locale, and a steering group will be formed. Cllrs are requested to contact previous attendees to encourage attending	All Clirs
		this meeting. Cllr Eve Hassell will contact Jill Simpson-Vince to obtain a list of the Coton residents that attended the last meeting.	EH
		II. To note the approval of Your Locale contract – The contract has been signed by the Chair and returned to Your Locale (after it was confirmed that the PC would not be exposed to any cost, Your Locale would take on this risk.)	
10	NPC23/08/0710	Banking arrangements and payment controls	
		I. To note the set up of approved individual limits – The Clerk reported that the approved limits were now set up on Lloyds for Business Internet Banking.	
		II. To approve updated Financial Procedures – The Clerk reported that the procedures had been amended as follows:	
		Inclusion of new internet banking payment controls	
		An increase to the amount that can be spent by the PC in an emergency from £500 to £1,000. The state of the amount that can be spent by the PC in an emergency from £500 to £1,000.	
		 The addition of an extra procedural tier for contracts under £2,000. The updated Financial Procedures (including Appendix 1 – Approval to make regular payments for budgeted items) were APPROVED. 	
11	NPC23/08/0711	To agree response to RBC Community Infrastructure Levy Draft Charging Schedule Consultation – The Chair recapped the history with this item and confirmed that RBC had been fully advised on this matter. Cllrs agreed the proposed response which the Clerk will send to RBC.	RB
12	NPC23/08/0712	To note Q1 Asset Inspection – Cllr Bob Threadgold reported that all assets had been inspected. The bench was now secured, and the noticeboard still awaits a final topcoat of paint. The new planter and dog waste bin will be added to the list.	ВТ

13	NPC23/08/0713	To note planning applications received and PC re I. R23/0730 LAND ADJACENT TO 11, WATLIN existing use of the land to site a caravan for 'no comments' response.	IG CRESCENT, NEWTON for Lawf	-	-	-	
14	NPC23/08/0714	Parish Council Financial Report I. Financial report for July and bank reconciliand this is also available on the PC website: http://www.newtonparishcouncil.org.uk/w The Clerk reported that the Council's finance report assumes spend in line with the budg will be reviewed after Q2. There has been no movement within the East EMR balances (30/06/23) Burial Committee Ellis Gardens Open Spaces Future Enhancements to Open Spaces Coton Noticeboard Warm Hub TOTAL General reserve Scribe Accounts vs Lloyds bank account hav Rick Crane. Lloyds account balance at the east of the service of t	es and bank account are in a heater, as it is too early to forecast the Marked Reserves: £750.00 £2 586.40 £3 500.00 £1,500.00 £424.37 £8,760.77 £13,000.00 re been reconciled by the Clerk, and of July was £25,347.93.	ancial-Repo	ort-July-20 on. The fir ne financia	nancial Il year. This	
		II. The Council <u>APPROVED</u> the following payn Payments for approve		NET	VAT	TOTAL	
		Webgrowth Server / website suppo		£60.00	£0.00	£60.00	
		Data Protection renewal fee – Direct Debit due 17/09/23 £35.			£0.00	£35.00	
	Streetlight – visit and swap of faulty lantern				£60.00	£360.00	
		RBC – dog waste bii	า	£120.00	£24.00	£144.00	
	1		ance review	£210.00	£42.00	£252.00	

	III. Direct Debits and routine payments (with pre-approval) were noted as follows:					
	August 2023 NET VAT TOTAL					
	SO - 01/08/23	NPC23/04/0632	Honorarium – picnic area gates	£105.00	£0.00	£105.00
	FPO - 05/08/23	NPC23/04/0630	Staffing	£480.06	£0.00	£480.06
	FPO - 05/08/23	NPC23/04/0630	HMRC - Staffing PAYE	£115.80	£0.00	£115.80
	DD - 21/08/23	NPC23/04/0630	Plusnet Village Hall Internet	£18.00	£3.60	£21.60
	DD - 24/08/23	NPC23/04/0630	Npower – electricity for street lighting	£46.00	£2.30	£48.30
	SO - 28/08/23	NPC23/04/0632	Honorarium – grass cutting	£31.50	£0.00	£31.50
	FPO - 21/08/23	NPC23/07/0696	Plants for planter Newton Lane & The Hollies	£42.08	£8.42	£50.50
	IV. Receipts were noted as follows: August 2023					
	None					
15 NPC23/08/0715	Closure of Council Meeting - The Council resolved to exclude members of the public and press from the following item of business (16.a) due to their presence being prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. (As per Newton and Biggin Parish Council's Standing Orders 3-D) I. Approval of Clerk's updated contract (confidential) – This item was discussed, and the PC APPROVED the updated contract.					
16 NPC23/08/0716	·		Next meeting – 28 th September 2023 at 7.30p	m. Newton	Memoria	l Hall
22 223/03/07/10	The meeting come	.aaca at 7.00pm. 1		,		