



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 25th April 2024 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 28 March 2024– All
5. Matters arising and updates from previous minutes, not specifically on this agenda:
 - I. Update on Butterfly Information Sign - ID
 - II. Update on funding for Community Orchard – ID
 - III. Update on Ellis Gardens – ID
 - IV. Update on Winter Warm Hub - ID
 - V. Update on Defibrillator Training – ID
 - VI. Update on phone box refurbishment
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. Neighbourhood Plan - ID
 - I. General update
9. Parish Council Elections 2024 – ID / RB
10. To discuss Bus Services to Newton - ID
11. Payment Schedules for Approval: - All
 - I. Honorarium for Five Arches gates
 - II. Honorarium for bridleway grass cutting
12. To note results of Q4 Asset Inspection - BT
13. To note Planning applications received and PC response to consultations:
 - I. **R24/0301** at LAND ADJACENT TO 11, WATLING CRESCENT, NEWTON for Certificate of Lawfulness (Existing use) - Use for the stationing of a caravan/mobile home for residential purposes all year round.
14. Parish Council Finance Report – RB
 - I. Financial report for March, and bank reconciliation report.
 - II. VAT update
 - III. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Warm Hub refreshments (Reimburse Cllr Anne Davis)	£39.88	£0.00	£39.88
WALC Subscription for 2024-25	£417.00	£68.20	£485.20
13 th Edition Arnold Baker Local Council Admin book from SLCC	£137.00	£0.00	£137.00
Delivery cost for Arnold Baker book	£4.50	£0.90	£5.40
SLCC Subscription for 2024-25	£154.00	£0.00	£154.00



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

April 2024			NET	VAT	TOTAL
SO – 02/04/24	NPC23/04/0632	Honorarium – picnic area gates	£105.00	£0.00	£105.00
FPO – 05/04/24	NPC23/08/0710	Staffing	£564.58	£0.00	£564.58
FPO – 05/04/24	NPC23/08/0710	HMRC - Staffing PAYE	£134.80	£0.00	£134.80
N/A	N/A	BT – new broadband account – in credit	N/A	N/A	N/A
DD – 25/04/24	NPC23/08/0710	Npower – electricity for street lighting	£89.24	£4.46	£93.70
FPO – 25/04/24	TBC	Honorarium – picnic area gates (adjustment)	£5.25	£0.00	£5.25
SO – 28/04/24	NPC23/04/0632	Honorarium – grass cutting	£33.13	£0.00	£33.13
July 2023 (Retrospective correction)					
SO – 28/07/23	NPC23/04/0632	Honorarium – grass cutting	£31.50	£0.00	£31.50

V. To note payments received in period:

April 2024		
FPI – 02/04/24	HMRC VAT Refund (Q4 part 2)	£527.41
FPI – 03/04/24	RBC Precept Part One	£13,620.00
DD – 16/04/24	DD refund – closure of Plusnet account	£16.02

15. Date and time of next Public Parish Council Meeting – 30 May 2024 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 19 April 2024