



# 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 31<sup>st</sup> July 2025 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 26<sup>th</sup> June 2025– All
5. To approve the co-option of Mr Kamal Mehta to fill the current vacancy on Newton and Biggin Parish Council and sign the declaration of acceptance of office - All
6. **Matters arising and updates from previous minutes, not specifically on this agenda:**
  - I. Update on website upgrade / Cllr email addresses – RB
  - II. Update on traffic speed survey – ID / RB
  - III. Update on Ellis Gardens open space – ID
  - IV. Update on Coton noticeboard – ID
  - V. Update on improvements to the Coton Bridge access path, Great Central Way – ID
  - VI. Update on electricity (street lighting) invoicing - RB
7. **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**
8. **Resumption of Standing Orders**
9. Neighbourhood Plan – All
  - I. General update
  - II. To note confirmation from RBC that CIL receipts may be used for costs of preparing a N.P.
10. AGAR - Conclusion of external audit - RB
11. To note NJC have approved local government pay award for 2025-26, backdated to April 2025 – ID
12. Plans for Remembrance Day - ID
13. To note planning applications received and PC response to consultations:
  - I. None
14. Parish Council Finance Report – RB
  - I. Financial report for June and Q1, and bank reconciliation report.
  - II. Q1 VAT update.
  - III. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Copyshop – Flyers for Neighbourhood Plan event (From Neighbourhood Plan Ear Marked Reserve)	£83.00	£0.00	£83.00
Moore – External Audit fixed rate fee	£210.00	£42.00	£252.00
Currys Business – Cyan toner cartridge	£98.99	£19.79	£118.78
<b>Payments for approval – (Made under Scheme of Delegation)</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>
None			



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

July 2025			NET	VAT	TOTAL
FPO – 04/07/25	NPC25/05/0097	Staffing (Net)	£592.48	£0.00	£592.48
FPO – 04/07/25	NPC25/05/0097	HMRC - Staffing PAYE Employee Tax & Employer NI	£199.64	£0.00	£199.64
FPO – 04/07/25	NPC25/05/0097	Warwickshire Pension Fund (Employer and Employee contributions)	£190.32	£0.00	£190.32
FPO – 02/07/25	NPC25/05/0097	Grounds Maintenance – Bridleway grass cutting / Five Arches gates (3 months Apr-Jun)	£450.00	£0.00	£450.00
DD – 04/07/25	NPC25/05/0097	BT Broadband for Village Hall	£31.14	£6.23	£37.37
CHG – 21/07/25	NPC25/05/0097	Banking Monthly Charge	£4.25	£0.00	£4.25

V. To note payments received in period:

June / July 2025		
INT - 09/06/25	Interest (Gross) CIL Funds account	£0.08
INT - 09/07/25	Interest (Gross) CIL Funds account	£0.19

VI. To note bank transfers in period:

July 2025		
25/07/25	FROM – CIL Funds account TO – Main community account As agreed at June meeting NPC25/06/0126-III	£223.15

15. Date and time of next Public Parish Council Meeting – 31<sup>st</sup> July 2025 at 7.30pm, Newton Memorial Hall.  
(No meeting in August)

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 25 July 2025