



Minutes of the Newton and Biggin Parish Council (PC) Meeting

Thursday 26th June 2025 at 7.30pm

Ref	Minute	Record and Resolution	Action by
1	NPC25/06/0119	Present – Councillors (Cllrs) Ian Davis (Chair) (ID), Rick Crane (Vice Chair) (RC), Anne Davis (AD), Bob Threadgold (BT) Rugby Borough Councillor (RBC) Eve Hassell (EH) In attendance – Rebecca Barry (RB), Clerk Members of Public – Four	
2	NPC25/06/0120	Apologies and acceptance of reasons for absence – Resignation received from Cllr Andy Newnham (AN). The Clerk has informed RBC and a notice of vacancy has been issued today. Warwickshire County Councillor (WCC) Adrian Warwick (AW) – Due to other WCC business	
3	NPC25/06/0121	Declarations of Interest – None	
4	NPC25/06/0122	Agreement of minutes from the previous meeting - Minutes of the two meetings held on 29 th May 2025 were agreed as a correct record and signed by the Chair.	
5	NPC25/06/0123	Matters Arising and updates from previous minutes, not specifically on this agenda: I. Update on Website upgrade and Cllr email addresses – the Clerk reported that work is continuing in the background and further updates will be given at the next meeting. II. Update on Traffic Speed Survey - It was agreed that the Chair would contact WCC for a cost for summarising the data. III. Update on Ellis Gardens Open Space – The Chair reported that a productive meeting was held onsite on 28th May, attended by the Chair & Vice Chair representing the PC; Tom Kittendorf and John Howes from RBC; and Danny Tunstall – Construction Director at Lioncourt, along with a legal rep. The following major issues were discussed: • Eastern boundary hedge – Lioncourt will withdraw this from the agreement and they will take on the maintenance instead. • Balancing Pond – this is looking much better, but there is still some work required by Lioncourt. • Commuted sum – a formula has been agreed, in line with industry norms, which RBC will use to calculate the sum. The number of years will then be debated.	RB ID

		Lioncourt also confirmed that they will meet all legal costs. The Chair will continue to consult with RBC. IV. Update on Coton Noticeboard – The Chair recapped the history with this item. The PC have £1,500 held in an earmarked reserve (EMR) to fund a noticeboard. RBC have quoted £2,500 for the purchase and installation of a board. The Chair has requested a breakdown of how much the installation equates to and awaits a response. The PC may consider purchasing the board instead, consulting with Dean from Coton Park Residents Association (CPRA) to use an existing contractor for installation. V. Update on St. Thomas Cross drainage – The Chair recapped the history with this item and reported that WCC has jetted and cleaned surface gullies and work with cameras revealed that additional work is required (clearance and reconstruction). The job has been passed to a contractor, but WCC does not know when the work will be completed. VI. Update on Rugby Local Plan – collaborating with other parishes – The Chair reported that a number of parishes are affected by the plans and a group has been formed (inc Newton, Clifton, Wolvey, Brinklow, Ryton and Hillmorton) to work together. If future professional representation is required, costs would be shared proportionately. Some local residents, inc a journalist and a digital marketer, are producing a generic video free of charge that can be shared to promote the topic and raise awareness / support. Another member of the public from Wolvey has offered some funding to the group, but this is not confirmed. The Chair will continue to work with the group and pass on updates.	ID ID ID ID
6	NPC25/06/0124	Suspension of Standing/ Orders in order to let the Public raise any issues of concern: • No issues raised.	
7	NPC25/06/0125	As there were no further issues raised by the public, the Standing Orders were resumed.	
8	NPC25/06/0126	Neighbourhood Plan (NP) I. General / funding update – The Chair reported that the PC was now in the late stage of producing the plan, with not much left to do. The recent announcement by the government to stop all funding of NPs has complicated matters, as the PC will not be able to obtain any further funding from Locality for consultants fees. Gary Kirk from YourLocale has provided a quote of £2,000 for the remaining work (excluding the invoice for the open event – see 8.III) required to get the plan across the line. RBC have confirmed that they will fund the costs of examination / referendum. The PC resolved to APPROVE self-funding the remaining costs and APPROVED a virement of £2,000 from the ‘Future Enhancements to Open Spaces’ EMR to the ‘Neighbourhood Plan’ EMR. II. Open event – The event was held on Sunday 22nd June and Gary will now collate the comments and feedback.	RB

		III. To approve funding the open event from the Neighbourhood Plan EMR and CIL funds – The PC resolved to APPROVE the payment of the invoice from YourLocale (£1,000 exc VAT, £1,200 inc VAT). This will be funded by the remaining balance of the Neighbourhood Plan EMR £776.85 and £223.15 from CIL funds. The Clerk awaits final confirmation from RBC that this is an acceptable use of CIL funds.	RB
9	NPC25/06/0127	To consider an application to the WCC Councillors Grant Fund – The Chair reported that the fund was open and that Cllrs had discussed ideas and wished to apply for a grant to fund a planter/s for Betony Road in the parished area of Coton Park. The Chair will submit an application form.	ID
10	NPC25/06/0128	To note the PC working with CPRA to promote inclusivity – The Chair reported that a meeting had been held with the Chair, the Clerk, CPRA and a Coton Park resident. The allocation of funding from the PC was explained and confirmed as a 70/30 split Coton to Newton, in line with number of electors. It was agreed that future events should be advertised openly and Kamal Mehta has offered to put posters etc on the Coton noticeboard once installed and will be the liaison between CPRA and the PC. The CPRA Santa Tour will be open to any children from Newton village. The Chair confirmed that it will be a requirement for any events that have received a contribution from the PC to be promoted and open to both areas.	All
11	NPC25/06/0129	Improvements to the Coton Bridge access path, Great Central Way – The Chair reported that RBC has black-topped the path to support wheelchair users and pushchairs, and this has been well received. A resident has pointed out that Coton Bridge access is an issue and the Chair has raised this with RBC and awaits an update.	ID
12	NPC25/06/0130	To note planning applications received and PC response to consultations: I. None	
13	NPC25/06/0131	Parish Council Financial Report I. Financial report for May, and bank reconciliation report - The Council reviewed the financial report for May, and this is also available on the PC website: http://www.newtonparishcouncil.org.uk/wp-content/uploads/2025/06/Financial-Report-May-2025.pdf Scribe Accounts vs Lloyds bank account has been reconciled by the Clerk and APPROVED and signed by the Vice Chair. Lloyds account balances at the end of the month were: Community Account £36,741.99 CIL Account £337.50 TOTAL £37,079.49 EMR balance at the end of the month was £11,137.03, with expenditure in the Warm Hub Grant balance and IT Upgrades EMRs only:	

		<table><tr><td><u>Reserve</u></td><td><u>OpeningBalance</u></td><td><u>Transfers</u></td><td><u>Spend</u></td><td><u>Receipts</u></td><td><u>CurrentBalance</u></td></tr><tr><td colspan="6">Earmarked</td></tr><tr><td>Ellis Gardens Open Spaces</td><td>2,586.40</td><td></td><td></td><td></td><td>2,586.40</td></tr><tr><td>Burial Committee</td><td>750.00</td><td></td><td></td><td></td><td>750.00</td></tr><tr><td>Future Enhancements to Open :</td><td>3,500.00</td><td></td><td></td><td></td><td>3,500.00</td></tr><tr><td>Coton Noticeboard</td><td>1,500.00</td><td></td><td></td><td></td><td>1,500.00</td></tr><tr><td>Warm Hub Grant balance</td><td>47.76</td><td></td><td>14.80</td><td></td><td>32.96</td></tr><tr><td>Neighbourhood Plan - Grant</td><td></td><td></td><td></td><td></td><td>0.00</td></tr><tr><td>Tax Base Smoothing</td><td>682.47</td><td>-350.00</td><td></td><td></td><td>332.47</td></tr><tr><td>Neighbourhood Plan - Budgetec</td><td>859.85</td><td></td><td></td><td></td><td>859.85</td></tr><tr><td>IT Upgrades</td><td>1,500.00</td><td></td><td>262.15</td><td></td><td>1,237.85</td></tr><tr><td>CIL Funds</td><td></td><td></td><td></td><td>337.50</td><td>337.50</td></tr><tr><td>Total Earmarked</td><td>11,426.48</td><td>-350.00</td><td>276.95</td><td>337.50</td><td>11,137.03</td></tr></table>	<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>	Earmarked						Ellis Gardens Open Spaces	2,586.40				2,586.40	Burial Committee	750.00				750.00	Future Enhancements to Open :	3,500.00				3,500.00	Coton Noticeboard	1,500.00				1,500.00	Warm Hub Grant balance	47.76		14.80		32.96	Neighbourhood Plan - Grant					0.00	Tax Base Smoothing	682.47	-350.00			332.47	Neighbourhood Plan - Budgetec	859.85				859.85	IT Upgrades	1,500.00		262.15		1,237.85	CIL Funds				337.50	337.50	Total Earmarked	11,426.48	-350.00	276.95	337.50	11,137.03	
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II. The Council APPROVED the following payments:																																																																																	
Payments for approval				NET	VAT	TOTAL																																																																											
Webgrowth – Website maintenance for Apr & May				£60.00	£0.00	£60.00																																																																											
Payments for approval – (Made under Scheme of Delegation)				NET	VAT	TOTAL																																																																											
Ashley’s (Trafalgar Electronic Ltd) Epsom Projector and Installation				£965.83	£193.17	£1,159.00																																																																											
III. Direct Debits and routine payments (with pre-approval) were noted as follows:																																																																																	
June 2025				NET	VAT	TOTAL																																																																											
FPO – 04/06/25	NPC25/05/0097	Staffing		£642.75	£0.00	£642.75																																																																											
FPO – 04/06/25	NPC25/05/0097	HMRC - Staffing PAYE		£223.03	£0.00	£223.03																																																																											
FPO – 04/06/25	NPC25/05/0097	Warwickshire Pension Fund		£207.23	£0.00	£207.23																																																																											
DD – 04/06/25	NPC25/05/0097	BT Broadband for Village Hall (annual inc)		£31.14	£6.23	£37.37																																																																											
CHG –20/06/25	NPC25/05/0097	Banking Monthly Charge		£4.25	£0.00	£4.25																																																																											
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FPI - 25/06/25	Newton Memorial Hall – contribution to projector			£965.83																																																																													
14	NPC25/06/0132	The meeting concluded at 8:15pm. Next meeting – 31 st July at 7.30pm, Newton Memorial Hall																																																																															