



Newton and Biggin Parish Council

Minutes of the meeting held in Newton Village Hall on 12th October 2017 at 7.30 p.m.

1. Present. D. Carter (Chair), I. Davis, A. Davis and L. Hunt (BC).
2. Apologies were received from F Preston, J. Hotten and PCSO Sharon Bailie.
3. D. Carter made a declaration of interest for item 7. Response to defibrillator and basic first aid training. As there was just a quorum of 3 present the clerk granted him dispensation to be present while this was discussed.
4. Minutes of the meeting held on 7th September were approved and signed by the Chairman. The date where the Chairman signed was altered from 19th October to 12th October as the date of the meeting had been changed.
5. Matters arising from the minutes.
 - a) Item 17a. ID had spoken to Lion Court about the development at The Leys. The start date was not known yet but the Project Manager had agreed to a daytime meeting with Parish Councillors. Date and time to be arranged. ID would keep everyone posted. It was believed half of the houses had already been sold.
6. Walkers on Victoria Andrews' field. This had been passed to Adrian Warwick (CC). A letter from the Highways had been received and this was read out. DC agreed to speak to Victoria and send her a copy of the letter.
7. There was been a good response to the flyer delivered to all the village about defibrillator and basic first aid training (31 people interested). All respondents had been replied to and told they would be contacted after we had heard all the responses and booked something. It was agreed to wait a further 2 weeks before collating the responses and deciding on the most popular times.
8. Proposed information pack for new Newton residents – it was agreed to discuss this at the next meeting.
9. The sale of the Stag and Pheasant pub. It was still for sale. There was no buyer yet.
10. St. Thomas Cross junction – LH pointed out that nothing would happen until DIRFT III open. It was agreed this would be kept an agenda item.
11. Councillor vacancy. The resignation of Jim Hotten had been accepted. A notice to go on the village notice board on 13th October for 14 days explaining there would be a vacancy. The clerk was asked to notify Adam Norburn at RBC and to send him a copy of the notice. It was agreed DC would compile a letter of thanks for Jim Hotten and forward it to the clerk for sending.
12. Review locking the Picnic Park. It was agreed to defer this item to the next meeting.
13. Correspondence
 - a) Letter from the Pension regulator. The clerk explained this did not apply to Newton as she was not paying into a pension scheme and nor were the Parish Council. It stated in the letter 'If you don't have any staff in an automatic enrolment pension scheme then you do not need to take any further action to implement these increases'.
 - b) The Good Councillors Guide to Neighbourhood Planning copies had been received. These were given to DC, ID and AD.
 - c) A flower bulb catalogue – this was passed to AD.
 - d) LCR magazine – circulated.
 - e) All other relevant emails received between meetings had been forwarded to members.
14. Planning – none.



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15. Capital spending programme. As there was only a quorate of 3 present it was decided to defer this to the next meeting. A very approximate figure was calculated.

Reroofing the village hall and better outside storage	10,000 +
Great Central Way – Butterfly area	5,000
Traditional lamp standards at The Leys green	3,000
Flower bulbs for the approaches to the village	500 (this was approved)
Total	18,500

16. Financial report

The clerk explained that in the bank on 15.9.17 the balance was £33,707.33. Cheques to be raised at the meeting = 347.11 leaving a total of £33,360.22. This figure included £7,910.40 which was for cheques raised in previous years but not cashed and to be written off at the next audit. The vat reclaim would be made at the end of the financial year (March 2018). All precepts for the year had been received.

17. Bills for payment

Clifton Primary School – photocopying	4.62
H. Miles – September salary	168.48
WALC – Good Councillors Guide to Neighbourhood Planning	30.00
Grant Thornton -external audit	120.00
E.on – street light electric for October	24.01

Total 347.11

18. Completion of the Audit 2016/17. The notice of completion had been put in the noticeboard by DC and the comments and audit paperwork put on the website. The various comments were discussed. A new external auditor was being appointed for 2017/2018.

19. The date of the next meeting to be Thursday 23rd November, 2017. The budget meeting would be Thursday 14th December, 2017.

The meeting closed at 9 p.m. approx.