



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 31st August 2023 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 27 July 2023 – All
5. Matters arising and updates from previous minutes, not specifically on this agenda:
 - I. Update on new dog waste bin – AD / ID
 - II. Update on faulty streetlight and maintenance contract – ID / RB
 - III. Update on closure of Plusnet Business Broadband - RB
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. Death of Judith Leggatt, former Chair of Parish Council – ID
9. Neighbourhood Plan - ID
 - I. General update
 - II. To note the approval of 'Your Locale' contract
10. Banking arrangements and payment controls – RB
 - I. To note the set up of approved individual limits
 - II. To approve updated Financial Regulations
11. To agree response to RBC Community Infrastructure Levy Draft Charging Schedule Consultation – ID
12. To note Q1 Asset Inspection – BT / RB
13. To note Planning applications received and PC response to consultations:
 - I. R23/0730 LAND ADJACENT TO 11, WATLING CRESCENT, NEWTON for Lawful development certificate for an existing use of the land to site a caravan for residential occupation throughout the year. - ***Circulated to Councillors for any comments***
14. Parish Council Finance Report – RB
 - I. Financial report for July and bank reconciliation report.
 - II. Payments for approval:

Payments for approval	NET	VAT	TOTAL
Webgrowth Server / website support – May & June	£60.00	£0.00	£60.00
Data Protection renewal fee – Direct Debit due 17/09/23	£35.00	£0.00	£35.00
Streetlight – visit and swap of faulty lantern	£300.00	£60.00	£360.00
RBC – dog waste bin	£120.00	£24.00	£144.00
External Auditor's limited assurance review	£210.00	£42.00	£252.00

III.



Newton and Biggin Parish Council

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

August 2023			NET	VAT	TOTAL
SO – 01/08/23	NPC23/04/0632	Honorarium – grass-cutting	£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 - picnic area gates	£31.50	£0.00	£31.50

V. To note payments received in period:

August 2023	
None	

15. **Closure of Council Meeting.** The Council resolve to exclude members of the public and press from the following item of business (15.I) 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**

16. Date and time of next Public Parish Council Meeting – 28 September 2023 at 7.30pm, Newton Memorial Hall.

Agenda prepared by Rebecca Barry, Clerk and RFO - Newton & Biggin Parish Council, 23 August 2023