www.newnham-parish.org.uk

Clerk: **Kevin Carr**
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25 January 2025

Dear Councillor

You are summoned to an Ordinary meeting of the Parish Council at **7.00pm** on **Monday 3 February2025** in the Village Hall.

Public and press are invited to attend.

AGENDA

ITEM NO	*BUSINESS*	*RESPONSIBLE*
01.02.25	**To Receive and Approve Apologies for Absence**	*All*
02.02.25	**Declarations of Interest for Items on the Agenda**	*All*
03.02.25	**To Approve and Sign the Minutes of the Ordinary Parish Council Meeting held on 3rd Jan 2025**	*All*
04.02.25	**Public Time (3 minutes per speaker)**	*All*
05.02.25	**Appointment of Parish Clerk & Responsible Financial Officer** (a) Recruitment actions	*Cllr Hammersley*
06.02.25	**Parish Councillor Vacancy** **(a)** Confirm latest position	*All*
07.02.25	**Correspondence & Ad Hoc items**	
	(a) Flooding 24 November – Update	
	(b) Action Log – *matters arising (if any)*	*Cllr Hammersley*
	(c) VE Day 2025 80th Celebrations	
	(d) Annual Tree Survey Update	*Cllr Collins*
	(e) Bank Signatories: update	*Clerk/Cllr Armstrong*
	(f) Discuss 2025 mowing and strimming requirements	*Cllr Hammersley*
08.02.25	**Local Elections**	*All*
	• background/supporting info	
09.02.25	**Review of Policies:**	
	(a) Financial Regulations – Update	*Parish Clerk*

Commented [MH1]: Is there background info/a paper on this?

10.02.25	**Financial**	
	a) Bank Balance at 31st January 2025 b) is £50,429.55.of which £47,039.14 is held in the interest-bearing account	*Cllr Collins*
	c) Ratify and approve payment of the invoices on the attached schedule plus any others received after this agenda has been issued	*All*
	d) Monies received since last meeting: a. £1093.43 Mowing contribution WNC	*Cllr Collins*
	e) Q3 Spend v Budget	*Parish Clerk*
	f) Review of Reserves	*Cllr Collins*
11.02.25	**Communications / Website Strategy**	
	a) New Village Website – Update	*CWG*
	b) Update on cloud storage	*CWG*
12.02.25	**Planning**	
	a) Applications: none since date of last meeting	*Cllr Astle*
	b) Decisions: none since date of last meeting	*Cllr Astle*
13.02.25	**Health & Safety**	
	a) Burial Ground – update	*Cllr Hammersley*
	b) Churchyard - update re Planning Application 1) Consider Pre-Planning advice from WNC re the installation of handrails 2) Approve the engagement of a third party to produce a Heritage Impact Statement (& any other related matters) with quotes to be obtained before a formal engagement is approved	*Parish Clerk*
	c) Play Area – monthly checklist from Alf Reynolds	*Cllr Hammersley*
14.02.25	**Items for the next meeting**	*All*
15.02.25	**Date of next meeting**	
	Monday 3 March 2025 at 7.00pm in the Village Hall.	

2025 MEETING SCHEDULE OF INVOICES (TO UPDATE)

(a) Ratify the following payments made since the date of the last meeting (6th January 2024):

	Payee	Details	Amount	VAT	Total	Stat.Power
B/P			£		£	LGA 72 – S.111

(b) Approve payment of the following invoices:

	Payee	Details	Amount	VAT	Total	Stat.Power
B/P	Bartora	SID Check and Defibulator			45.00	LGA 72- S111
B/P	Shield Maintenance	Inv 8383 - Emptying of dog bins x2	17.33	3.47	20.80	LGA 72 – S.111
B/P	IONOS	Website Creator Subscription Jan	18.00	3.60	21.60	LGA 72 – S.111
B/P	Kevin Carr	Parish Clerk Jan Inv 003	396.44		396.44	LGA 72 – S.111
B/P	Intents Events	Advanced Payment for Marquee Hire VE Day Celebrations	726.59		726.59	LGA 72 – S.111
B/P	Judith Darkins	Planting daffodil bulbs at village entry gates	45.00		45.00	LGA 72 – S.111

(c) Direct Debits, Standing orders & regular monthly payments:

	Payee	Details	Amount	VAT	Total	Stat.Power
S/O	Gigaclear	Broadband – Village Hall – Bill No C421074	30.00	6.00	36.00	LGA 72 – Sec 111
D/D						LGA 72 – Sec 111
D/D						LGA 72 – Sec 111