



E Mail: clerk@newportpc.org.uk
 Website: <https://newportpc.org.uk/>

27th June 2025

Dear Councillor,

Ordinary Meeting of Newport Parish Council

You are hereby summoned to attend a meeting to be held on Tuesday 8th July 2025, commencing at 7pm, in the Newport Primary School – Hall entrance. Access to the meeting room is through the main gate on the Village Hall side of the school and to the rear of the building.

The meeting agenda is set out below.

Alan Barker

Clerk and Proper Officer
 Newport Parish Council

Public Participation - The Public Forum will commence at 7pm. A period of up to 15 minutes for members of the public to make statements or ask questions about business on the agenda. Each member of the public may only speak once and for no longer than 3 minutes. Please note appendix 1 below.

AGENDA

2025/07/01	To note Members absence and to consider agreeing the reason given for absence.
2025/07/02	Declarations of interest under the Localism Act 2011 To remind Members of the need to record the existence and nature of any declarations of interest in relation to items on the agenda, in accordance with the Council's adopted Code of Conduct. To consider any applications for dispensation.
2025/07/03	Minutes of the Annual Council and Parish meetings held on 13th May 2025. To consider approving the minutes as a true and proper record. https://newportpc.org.uk/agendas-minutes-2021/
2025/07/04	Newport Parish Community Projects and Parish Matters. To receive reports and approve actions. ▪ St Stephens Church, Newport and Gilberdyke Parish Councils working group. ▪ Main Road Parking / Road Access / Londis Parking Restriction. ▪ Anti-Social behaviour at the Brickyard Play area. ▪ Brickyard Play Area Trees planting. ▪ Community Payback Tasks 2025 ▪ Village checklist feedback
2025/07/05	To consider planning applications received and note planning decisions.
2025/07/06	Clerk and Councillor Training update. To receive reports and approve actions.
2025/07/07	Working Party Update. To receive reports and approve actions. ▪ Christmas Lights 2025 ▪ VE Day 80th and VJ Day 80th Anniversary ▪ Further Key Projects 2025/26.
2025/07/08	Policies and Procedures for consideration, review and approval To complete the Annual review of the following Newport Parish Council policies: - ▪ Subject Access Request form ▪ Document Retention Policy

	▪ Personnel Committee Terms of Reference ▪ Contractor and General Maintenance Risk Assessment. To consider and approve updated / new plan as follows: - ▪ Information Technology Policy ▪ Memorial Management Policy Supporting Documents: https://newportpc.org.uk/polices-orders/
2025/07/09	Cllr and Clerk updates and correspondence received for action including Newport Village Hall Trusteeship and Gov.Uk website / Emails. To receive reports and approve actions.
2025/07/10	Burials / Cemetery Update. To receive reports and approve actions. - Clerk Report and Finance report. - Cemetery Extension report and update. - Memorial Inspection schedule - Complaint – Exclusive Right of Burial process
2025/07/11	Legal and Land. To receive reports and approve actions. ▪ Newport Village Green YEA111503 ▪ Play Area extension including Grant update. ▪ Brickyard Land Ownership YEA14645 ▪ Land to the North of the Main Rd Play Area.
2025/07/12	Finances –To consider and approve payments and income for the period in accordance with the budget. ▪ To consider and approve the bank reconciliation. ▪ Financial report for May and June 2025. ▪ To approve schedule of payments and payments requiring preauthorisation for payment. ▪ Grant applications for consideration / approval. ▪ Annual Audit - Unaudited returned published on the website and noticeboard. ▪ Insurance Renewal due 01.08.25. ▪ Newport Memorial Clock maintenance contract. ▪ Annual Play Area Inspection
2025/07/13	Newport Newsletter update. To receive reports and approve actions.
2025/07/14	Date of the next meeting. To note that the next scheduled meeting of Newport Parish Council will be held on 9 th September 2025 commencing at 7pm, in the Newport Primary School.

Appendix 1 - Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item and members of the public cannot interrupt the business of the meeting at other times unless Standing Orders are suspended by the Chair of the Council. This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Newport Parish Council Meeting Agenda – July 2025

Papers for consideration and action

2025/07/04 Newport Parish Community Projects and Parish Matters. To receive reports and approve actions.

- **St Stephens Church, Newport and Gilberdyke Parish Councils** working together for the benefit of the whole community. Meeting completed 17.02.25. Meeting cancelled 15.04.25 due to Easter holidays / Cllr availability. Due to the resignation of 7 Gilberdyke Cllrs it is recommended that any further action deferred for 6 months. Lead Officer – Cllr Cressey.
- **Main Road Parking / Road Access / Londis Parking Restriction.** Correspondence ongoing with Emily Mounsor (ERYC) with regards to the progress of the project. Basic layout sketch of the proposal for both the Fen Court and Ocean Drive entrances provided, along with an update re timescales to share with Cllrs and residents. Update received 03.06.25 and next steps / timescales requested 04.06.25. 13.06.25 – Emails to 2 residents
- **Emily Mounsor Report 17.06.25.**

- As discussed at the site meeting in December, it was felt that altering the lining as per the design I have sent is a good starting point for helping the issues raised. These amendments have very minor cost implications on a very limited budget and can be done fairly quickly, with no actual statutory process to follow to implement.
- Measures such as double yellow lines come with a significant cost implication due to the statutory legal processes required, not only this, but we also need full support from the PC & local Ward Members before we can consider this any further. If full support can be achieved, there is then a statutory consultation period for the public/businesses and other residents which provides further opportunity for any objections. Do we think that the proposals would receive full support from the wider community? There are considerations which need to be made such as displacement of parking and effect on the local businesses, there will not be one solution that fits all.
- Whilst I appreciate the concerns raised, there are no significant road safety concerns at this junction to be eliminated i.e. recorded personal injury collisions. Large funding pots are targeted at sites with an existing collision history, we leave the remaining funding pots fairly low.
- If residents do not want the lining amendments to be made, I will remove them from our programme and not take them any further, providing this is a mutually agreed action between other residents and the PC.
- With regards to the loading bay, due to cost implications of a TRO, we are awaiting other proposals in the region to be progressed so this can be placed with the order, to save costs. We may have other proposals in Goole this Financial Year, but this is not confirmed yet. I may not have confirmation until further in the year. If the PC would like this TRO prioritising, they can be self-funded at a cost of £6,000.
- Cllrs to consider the report received and confirm next steps. Lead Officer - A Barker.
- **Anti-Social behaviour** at the Brickyard Play area. Criminal damage to the trees in the play area. Reported to Humberside Police and ERYC Anti-Social Behaviour Team. Publicised via Facebook. REF DP-2198-25-1616-01. Humberside Police are considering installing a Wildlife camera (Last update 19.06.25). Lead Officer – A Barker
- **Brickyard Play Area Trees planting.** Kayleigh Rankin of the Conservation Volunteers attended the site on the 19th June 2025 and met with Cllr Shields. Photos taken of the vandalism. 25 tubes are out the ground, broken and no trees left behind or were on the ground pulled out. An additional 8 dead in the 2 parcels at the side of the site. One parcel when planted was very hard with brick and as expected none have taken in that small parcel. Total trees planted were 165, 33 are dead. TCV can fund 15% replacements, equal to 24 trees. Cllr Shields to request that Newport Parish Council purchase the additional trees (Circa 9 trees). Awaiting response from Lorna Herring (ERYC). Cllrs to consider and approve.
- **Community Payback Tasks** request for 2025. Cllrs to consider and report back to the meeting for approval.
- **Village checklist** feedback – New signs installed at the Play area and BMX track. Metal spike near the BMX track made safe. Trees damage reported.

2025 07 05 To consider planning applications received and note planning decisions. Lead Officer - A Barker.

<https://newportpc.org.uk/planning-applications/>

Planning applications for consideration at this meeting.

- N/A

Planning decisions confirmed by ERYC since the last meeting:

- 25/00843/PLF 15 West Close (Turner) NPC Approved 18.04.25. ERYC approved 27.05.25
- 25/00800/PLF 22 The Spinney (Asquith) NPC Approved 18.04.25. ERYC approved 20.05.25
- 24/03599/PLF 18 Canal Side West (Falkingham). Planning Appeal submitted 27.03.25. Refused 21.05.25

Awaiting ERYC decision on applications commented on at or prior to the last meeting:

- 23/01667/STVAR JZ Flowers International. Newport Buildings LLP – NPC Approved 07.07.23.
- 24/02248/STOUT OUTLINE - Land North and East of Skilbeck Farm Main Road Newport HU15 2QS (Lovell Developments) – NPC Objected 27.08.24. Impact on walkers / horse riders, Impact on Biodiversity incl wildlife, hedges and drainage / increased flood risk.
- 24/03162/CM Land North and South of Dryham Farm and East and West of Crosslands Lane to The North of Newport Road, North Cave. NPC Approved 12.11.24.
- 24/02772/PLF Change of use of land for siting of a static caravan to provide temporary accommodation, security and welfare facilities in connection with existing agricultural use, and associated access track (retrospective) and parking. Land Southeast of Leather Dog Nurseries (Rob Harrison) NPC Approved 18.02.25

- 23/03823/STPLF. Erection of a production, storage and distribution building with roof mounted solar panels and associated infrastructure (Amended description, red outline, plans and supporting docs) Dianthus Business Park. NPC Approved 18.04.25

Planning applications considered by the Parish Council since the last meeting:

- N/A

Other Planning matters

- Information previously shared re the ERYC Annual Town and Parish Council Planning liaison meeting. AB attended 12.06.25. Feedback to be provided. Cllrs to note.

2025/07/06 Clerk and Councillor Training update. Lead Officer - A Barker.

- The clerk and Cllrs continue to attend training events available via ERNLLCA, ICCM and Scribe. ERNLLCA Training Plans schedule / Newsletter forwarded to Cllrs.
- ERNLLCA
- AGM Thursday 11 September 2025 at 7pm via Zoom – Delegates to be nominated.
- Conference - Tuesday 21 October 2025 at Lazaat Hotel, Cottingham, HU16 5SX – (£80 / £40). Information shared with Cllrs 24.05.25. – Delegates to be nominated.
- Local Councils Explained information to Cllrs 17.06.25
- Training / Events attended, and information shared.
- Cllr R Bate - Planning Day 05.06.25.

PART A - The government's planning reforms, by Andrew Towleron. The government's manifesto contained reforms to the planning system and uses this as its mandate for changes. Therefore, less consultation. Central government housing targets are now compulsory, and there will be rural development. Under delivery of housing will involve sanctions against Planning Authorities. There will be at least 1 "new town" created in East Riding. Grey & Green Belt developments have been revised. Strong presumption in favour for brownfield sites. Every local area to have its own design codes. New mayoral input at strategic planning and cross border working. Proposals include (not yet confirmed): Local Plans to include new arrangements; NPPF more relaxed; BNG more relaxed; reforms to planning committees; Support for battery farms, & digital hubs.

PART B - Basic Introduction to Planning System by Andrew Towleron. Planning Application Site notices relaxed. Operating in the Public Interest. The Parish Council can determine "public interest". The role of Parish Council is becoming more important: Engagement with planning system; Neighbourhood Plans; bigger share of CIL; developers to consult with Parish Council; Enforcement. Parish Council to avoid including non-material considerations on responses to planning applications. Parish Council to request pre-application discussions and enforcement issues (ERYC not currently required to share).

PART C - An Introduction to Heritage Issues and BNG in the Planning System, by Andrew Towleron. Listed Buildings, assessments, implications, exemptions. Parish Council to produce a list of "Listed Buildings" in Parish. Conservation Areas. Parish Council to produce a list. Other Designations - War Memorials and cemeteries. BNG on Planning Applications, process & Delivery.

- ERNLLCA / ICCM - A Barker - Cemetery Memorials 23.06.25.
- ICCM – A Barker. Groundwater Protection in Cemetery Development 28.05.25
- Potential Training Attendance - Cllrs to consider and ratify any applications to attend training.

2025/07/07 Working Party Update.

Christmas Lights 2025 (Events Working Party).

- ERYC request submitted for 3 additional lights on posts 26,29 and 36. The timer on lamppost 31 by the Kings Arms repaired on Saturday 24.05.25 a function test was completed and reported as working fine. Cllrs to ask the Christmas Lighting installers to make sure the fronts are closed properly. ERYC confirmed 21.05.25 the new timers will be installed shortly. Cllrs previously approved the proposed plan and expenditure of circa £5,000 plus VAT. Lead Officers – Cllr Cressey, Cllr Lamming, A Barker

VE Day 80th and VJ Day 80th Anniversary

- The "evacuee event" was completed on the 9th May in conjunction with Newport School involving the school children, the pre-school children, parents and residents. Approx 250 attendees in total. Staff and children dressed in red, white and blue colours and served afternoon tea.
- The new union jack flag purchased is being displayed.
- Lamp Post Motifs purchased to commemorate VJ80 day on 15th August 2025.
- Grant claim submitted – Payment received 13.06.25
- Lead Officers Cllr Cressey, Cllr Lamming, A Barker.

2025/07/08 Policies and Procedures for consideration, review and approval. Cllrs to review the following policies prior to the meeting available via the Newport Parish Council website. <https://newportpc.org.uk/policies-orders/>

- Subject Access Request form. No changes recommended by the clerk
- Document Retention Policy. No changes recommended by the clerk
- Personnel Committee Terms of Reference. No changes recommended by the clerk
- Contractor and General Maintenance Risk Assessment. No changes recommended by the clerk
- New Information Technology Policy
- New Memorials Management Policy

Cllrs to review, approve and ratify. Lead Officer - A Barker.

2025/07/09 Cllr and Clerk updates and correspondence received for action including Newport Village Hall Trusteeship.

- **Newport Village Hall Trusteeship.** Cllr O'Connell to provide an update on the Newport Village Hall trusteeship project. Defibrillator guardian to be appointed by the trustees. Cllrs to consider recommendations and confirm future support.
- **Defibrillator locations update from "The Circuit".** There are currently 4 defibrillators in Newport Parish at the following locations – Newport Village Hall, Newport primary School, Cambridgehok (Wallingfen Business Park) and Everard (Green Park Road). There are also 4 in Gilberdyke at Gilberdyke War Memorial Hall, Gilberdyke Primary School, Gilberdyke Health Centre and Baltic Buildings Gateway Business Park.
- **Village Sign Main Road (East)** – Adjacent to Wallingfen Lodge damage. Work outstanding. ERYC require a maintenance agreement / License which has been returned for amendment by ERYC. Cllrs to note.
- **Gov.UK – To consider and approve the adoption of a Gov.uk domain.** Cllrs to consider whether it is appropriate to adopt a gov.uk website and emails. Domain information & news: [UNDERSTANDING AND PREPARING TO MOVE TO A .GOV.UK DOMAIN | ERNLLCA](#) 3 providers selected to quote.
- **Aubergine.**
- What you get with their service:
 - ✓ A W3C & WCAG2.2AA compliant website built on the easy-to-use WordPress-based CMS.
 - ✓ A well-designed, professional and fully mobile-friendly website.
 - ✓ Website admin tools to add new and update all the content on your website yourself.
 - ✓ Training to get you started plus ongoing support.
 - ✓ SSL-protected website hosting on our UK servers.
 - ✓ We'll manage all software updates, so you don't have to.
 - ✓ We will provide you with on-going support when you need it – email, online or phone.
 - ✓ Access to our Website & Accessibility Learning Centre, full of helpful guidance videos on managing the website and making website content accessible.
 - ✓ Free monthly drop-in Zoom training sessions to top up your web accessibility knowledge.
 - ✓ We will ensure your website remains GDPR compliant.
 - ✓ We will manage your domain name and make sure this remains active, should you need it. ✓ All our team & hosting data centre are UK-based (Bedfordshire & Hertfordshire).
- **Costing**
 - Set up & year 1 consists of:
 - 1. One-off set up and build of website: £499 + VAT
 - 2. Annual SSL-protected hosting with up to 2GB file storage & 2 hours of support
 - 3. Transferring/Inputting and uploading of content (documents, words and pictures) to your new website: 1 year of essential content transferred free of charge – see opposite for details.
 - 4. Registration of a new.gov.uk domain: free for year one
 - 5. Training on the system: free of charge, via our monthly group training sessions
 - 6. Access to our support team & Website Learning Centre: free of charge, included in the support
 - 7. Access to monthly drop-in Council Website Zoom training refresher sessions: free of charge, included in the support
 - Total: £499 + VAT Plus £50 for the Email addresses from Cloudnext. Would keep existing website for 12 months.
- **Additional (optional) items:**

- 1. Transfer of all other content charged at £10 + VAT per page (+£2 per document down/upload).
- 2. Forms & poll module: £50 + VAT per year
- 3. Planning portal integration (where supported) £100 + VAT per year
- 4. Private members area: £100 + VAT per year
- 5. Online Payments Module (Sum Up/Gov Pay/Stripe/Worldpay compatible): £500 + VAT
- 6. Event Tickets Module (Online Payments module also required to sell tickets): £250 + VAT
- 7. WCAG compliance website compliance and monitoring scan & reports: £299 + VAT per year
- 8. Extended support for 12 hours: £720 + VAT
- Year 2 costs:
 - 1. Subscription to WCAG-compliant website platform, with up to 2GB file storage & 2 hours of support, ongoing training: £199 + VAT per year
 - 2. Domain name renewal and DNS management (£100 + VAT per year for .gov.uk when due)
 - = Total year two renewal: £299 + VAT pa (+ any additional optional services)
- Online meeting with Mark Tompkins (Aubergine) 13.06.25 – A Barker to provide an update.
- **Vision ICT** - The .gov.uk domain would replace your current domain on your website; you can have your current one forward to your new one for a while, so no one misses the website.
 - .gov.uk Domain (first 2 years): £125 + VAT
 - Renewal (every two years): £65 + VAT
 - Mailboxes: £20 + VAT per mailbox, per year
 - Data Migration: £35 + VAT per mailbox (one-off charge) Can only be performed from domain-associated email accounts. Free-to-setup accounts, such as Gmail, cannot be migrated.
 - Domain Options: [yourcouncil-pc.gov.uk] [yourcouncilparishcouncil.gov.uk]
 - At least one role-based email account with the .gov.uk domain is required as part of the domain registration process.
 - **10.06.25** - The .gov.uk domain will just replace your current domain <http://www.ellerkerparish.uk/> - we can arrange for this domain to be forwarded onto the .gov.uk so you don't miss anyone who is looking for the website. Nothing on the website needs to change, except your emails; you will need a role-based .gov.uk email, and you can show this on your website if you wish.
- **Netwise.**
 - Supply a .gov.uk domain name for £60 p/a with a one-off setup fee of £50.
 - Email accounts at £24 p/a per account.
 - If we do not require a website with Netwise, they can point the .gov.uk domain to our current supplier who would then just need to reconfigure our existing site to adopt the .gov.uk domain
 - Can migrate existing data from email accounts to the new accounts if required

Further Correspondence for Cllrs note

- The next chapter for health and care in Goole – **Goole Hospital** update shared and posted on the website 16.05.25. Further information shared 05.06.25. Cllrs to note and agree further actions.
- B1230 Canal Bridge Fence – Reported to ERYC 27.05.25. Reference: SF717852515

2025/07/10 Burials / Cemetery Update including.

- Clerk Report and Finance report to be provided. Lead Officer - A Barker.
- Report to be provided by A Barker following attendance on a briefing with the Environment Agency Groundwater regulation team.
- Cllrs previously resolved to defer the stage 1 investigation with CDS group until March 2026. Cllrs to advise of any further land in Newport Parish that may be suitable.
- **Complaint** – Exclusive Right of Burial process. Refer to minute ref 2025 01 11. Lead Officer – Cllr Mansell
- **Memorial Inspection Schedule.** Following attendance at the training event on the 23rd June 2025, A Barker to introduce a formal inspection schedule based on the ICCM guidelines, with the results logged on Scribe Cemetery. Prior to the inspections commencing, the inspections will be publicised via the website, Facebook and Parish noticeboards. Notices will be displayed in the Churchyard and Cemetery. St Stephens church and the Yorks diocese will be advised and a faculty obtained if required.
- The Burial Authority is responsible under the HASAWA 1974 and the Occupiers Liability Act 1967 to ensure the site is maintained in a safe condition. See also the Local Authorities Order 1977.
- The grave owner is responsible for maintaining it in a safe condition, and the Memorial Mason is responsible for erecting it safely.
- The Mason is legally liable under the Consumer Protection Act 1979, the General Product Safety Regulations 2005 and the Directive on Liability for Defective Products 2003.

- Memorials will be allocated 1 of 3 priority ratings. Priority 1 – Immediate action to be taken to make the memorial safe and stop anyone accessing the memorial. Priority 2 – Memorial is not in immediate danger but is not fully stable and will therefore need to be monitored every 12 months. Priority 3 – Memorial is perfectly stable and safe. Reinspect in 5 years.
- Actions will include – Refix the memorial to the current standard, Temporary fix, Stake and band, Cordon off, Monolith (Sink in the ground) or lay flat to ensure the danger and risk of injury is removed.

2025/07/11 Legal and Land

- **Main Road Play Area extension including Grant application update.** Lead Officers – Cllr Shields / A Barker.
- FCC Grant application – Reimbursement for the deposit payment received from FCC £9,851.44 - 16.06.25.
- Do it for East Yorkshire Grant to provide new accessible equipment for all. Initial Payment of £2,500 received 27.03.25 with the balance due on completion.
- VAT reclaimed on the initial payment - £2,008.72
- **Payment schedule.**
- Total cost of the project is £50,218 plus VAT (£10,043.60) including additional Maze Race and Find the Pairs play panels to be attached to the fence.
- FCC 3rd party contribution to the FCC Communities Fund of £5,295.15 paid 24th / 25th March 2025.
- Initial payment to Team Sport and Play - £10,043.60 plus VAT £2,008.72. 27.05.25
- FCC Grant is provided for the Eligible Project /its Specified Purpose - £49,257.20 (Excluding VAT).
- Start date for works 09.06.25 – Handover date 27.06.25.
- Publicity – Goole Times, Facebook and Newport Parish Website 04.04.25 and 11.06.25. Plus, the Play Area and notice board.
- Final payment to Team Sport and Play and 2nd instalment of the Do it For East Yorkshire grant to be claimed. Cllrs to consider and approve.
- **Brickyard Land Ownership.** Land adjacent to 46 Canal Side West – Cost / Land Registry plans. Research completed and report produced. No further action recommended as ownership confirmed. Land Registry charges £35. Lead Officers – Cllr Shields / A Barker.
- **Land to the north of the Main Road Play Area.** Update requested via Online form 03.04.25. Acknowledgement received 08.04.25 ERYC officer to investigate and report. Further information submitted by Cllr Shields 10.06.25. Cllrs to note.
- **Newport Village Green,** Canal Side West – YEA 111503 HM Land Registry – Confirmation received 27.05.25 that all primary requisition points are now satisfied and the application for first registration has been referred to the Land Registry lawyer for consideration. Land Registry charges £14. Lead Officer – A Barker.

2025/07/12 Finances –To consider and approve payments and income for the period in accordance with the budget. To consider and approve the bank reconciliation. Lead Officer - A Barker

- Financial report for May and June 2025. Cllrs Mansell and Preston independently review and sign off.
- The Financial report / Bank Reconciliation is completed monthly and forwarded to all Cllrs. The Scribe software is used. See appendix 1. To approve schedule of payments and payments requiring preauthorisation for payment. Lead Officer - A Barker
- Clerk – Hours completed (Including holiday hrs). May 25 65 hrs and June 25 to be confirmed.
- Grant applications for consideration / approval. No further updates or applications received for Cllrs consideration and approval. Lead Officers – All Cllrs
- Annual Audit – Confirmation received on 14.05.25 that the AGAR has been received and on 17.06.24 that the AGAR part 3 data is logged. Unaudited returned published on the website. Lead Officer - A Barker
- Insurance Renewal due 01.08.25. Last year £760.47 via Clear Councils Insurance. Quote requests submitted to Clear Councils Insurance (Broker), Zurich (Insurer) and Gallagher (Broker). Clear Councils have offered a 1-year renewal at £936.03 and a 3-year agreement at £904.16pa. Cllrs requested to consider the information provided and delegate authority to A Barker to secure the most appropriate policy.
- Newport Memorial Clock maintenance contract. Last completed November 2025 by Smith of Derby. Recommend (subject to the price) that they complete the service in November 2025. Lead Officer - A Barker
- Annual Play area inspection – Cllrs requested to consider the information provided and delegate authority to A Barker to secure the most appropriate inspection. The post installation inspection of the upgraded

play area will be completed by Morral Play. Cllrs to consider and approve. Due Sept 2025. Lead Officer - A Barker

- Recommendation: That the Council receives and notes the income and expenditure records, general reserves balance and list of payments and raises any queries it may have. Cllrs recommended to authorise A Barker to review and renew the insurance existing policy (Subject to consideration of any increase in premium or changes to terms and conditions), the Play Area inspection contract and memorial clock annual service.

2025/07/13 Newport Newsletter

Newport Newsletter – February / March 2025 completed and distributed. Cllrs to consider and approve the date for the next edition and distribution. Lead Officer – Cllr Cressey. Supporting Document

<https://newportpc.org.uk/newport-parish-council/>.

Appendix 1

Finance. Summary of payment and receipts – May (HSBC Community Account)

Payments made pre authorised					
Date	Description	Payment Made	Receipts	Cost Centre	Date
02.05.25	VE 80 - Amazon - Evacuee Event	£247.77		VE Day 80	2025 03 08
06.05.25	VE 80 - Amazon - Evacuee Event	£5.85		VE Day 80	2025 03 08
08.05.25	VE 80 - Morrisons - Evacuee Event	£32.45		VE Day 80	2025 03 08
12.05.25	HSBC Banking Charges	£8.00		Banking	2021 11 14
14.05.25	ERNLLCA Annual Fee	£726.58		General Admin	2025 05 17
19.05.25	HM Land Registry - Brickyard	£35.00		General Admin	2025 05 20
22.05.25	HM Land Registry - Village Green	£14.00		General Admin	2025 05 20
27.05.25	Team Sport and Play - Cheque	£12,052.32		S137 Play Area Development	2025 05 12
27.05.25	NPC Clerk Business Line - Giff Gaff	£6.00		General Admin	2021 06 12
Payments made to be retrospectively authorised					
06.05.25	Clerk - Postage Stamps	£6.96		General Admin	2025 07 12
27.05.25	JRB Enterprises - Dog Gloves	£330.00		S137 - Dog Gloves	2025 07 12
29.05.25	A Share - Cemetary INV 558 - May 25	£480.00		Cemetery Maintenance	2025 07 12
29.05.25	P W Coates INV 164 Total May 25	£1,560.00			2025 07 12
29.05.25	Clerk - Meeting / Travel Expenses	£37.80		General Admin	2025 07 12
30.05.25	HMRC - NI and Income Tax Ref 2602	£216.04		Staff Salaries	2025 07 12
30.05.25	Staff Salaries - May Pay	£1,168.58		Staff Salaries	2025 07 12
Receipts to be noted					
08.05.25	Cemetery Fee (Hortons)		£1,250.00	Cemetery Fees	2025 07 12
16.05.25	Cemetery Fee (J W Myers)		£110	Cemetery Fees	2025 07 12
16.05.25	Cemetery Fee		£270	Cemetery Fees	2025 07 12

Finance. Summary of payment and receipts – June (HSBC Community Account)

To be updated on the 1st July 2025