

Minutes of a Meeting of Northborough Parish Council held on Wednesday 12th January 2022 from 7.00pm, at Northborough Village Hall

DRAFT MINUTES FOR APPROVAL AT THE NEXT MEETING

MEMBERS PRESENT: Chair John Dadge, Councillors Malcolm Spinks, Brian Spriggs, Tracy Thomas, Graham Fowkes, Mark Malcolm

IN ATTENDANCE: Clerk Catherine Franks, 3 representatives from Northborough Guides

APOLOGIES FOR ABSENCE: Councillor Robert Chiva, illness.

22.01 PUBLIC FORUM:

Ref 22.09.1 - Nicola Kerr and colleague Jenna gave background information on the current status of Northborough Guides and their grant application, and responded to a question from the Vice Chair. All members of the public left after this item.

22.02 DECLARATIONS OF INTEREST: None

22.03 MINUTES OF THE PREVIOUS MEETING, held on 8th December 2021 were Proposed by Cllr Thomas, Seconded by Cllr Malcolm, RESOLVED as a true record and signed by the Chair.

22.04 COUNCILLOR VACANCIES: An expression of interest had been received. Two vacancies remained and were carried forward.

22.05 REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS: None

22.06 PLANNING: No applications had been received.

22.07 GOVERNANCE:

07.1 Purchase(s) made under Delegated Powers between meetings were Noted as follows:

- a) Topping up of graves, £200.00.
- b) Donation to charity for disposal of Christmas tree: £20.00.

07.2 Permission given to Amo La Pizza to trade on 26th February was Noted.

22.08 VILLAGE AMENITIES and MAINTENANCE:

08.1 Burial Grounds: Chair advised that cemetery footpath refurbishment was now progressing well with completion expected imminently.

08.2 Playing field: Clerk updated on repairs to play/gym equipment:

- a) A quote had been received from the gym equipment supplier for the necessary repair to the Double Power Push. It was decided to investigate local options with the equipment fenced off if necessary for safety.
- b) A quote had been received from PCC's recommended contractor for repair to the surface under the basketball net. Further information had been requested but not yet received. Clerk to approach other contractors due to the timescale already elapsed.

08.3 Village Hall and Car Park: No further progress was reported on the review of the Village Hall lease.

22.09 COMMUNITY, COMMUNICATION and EVENTS:

09.1 An application for grant funding had been received from 1st Northborough Guides. It was Proposed by Cllr Dadge, Seconded by Cllr Spinks and RESOLVED to award the full amount of £226.76 under Section 137 of the Local Government Act 1972.

22.10 FINANCE:

- 10.1 The finance report for period ended 31st December 2021 was Proposed by Cllr Spinks, Seconded by Cllr Malcolm, Approved and signed.
- 10.2 A direct debit mandate for payment for cemetery waste disposal (Biffa) was Proposed by Cllr Dadge, Seconded by Cllr Thomas, RESOLVED and duly signed.
- 10.3 Receipts and payments according to the attached schedule were Proposed by Cllr Spinks, Seconded by Cllr Spriggs and Approved.

22.11 REPORTS FROM COUNCILLORS AND CLERK:

11.1 Verbal report from the Clerk:

- a) Precept demand had been issued to PCC, it was Noted that calculation adjustments year-on-year may not indicate correctly the increase of 2.2%, which was confirmed.
- b) It had been identified that the new defibrillator at the school hadn't yet been connected to an electrical supply. A contractor had now been booked to rectify this.

11.2 Reports from councillors on portfolio of responsibilities and actions outstanding:

- a) Cllr Fowkes updated that a quote had been received for refurbishment of benches near the school, with work continuing on proposed options. Village planters had been refreshed with new planting.
- b) Chair updated that discussions were being held about whether the donated phone box should be retained as a council asset. Councillors agreed to delegate authority to the Chair to progress the matter.

11.3 External meetings, conferences and training – to note upcoming dates and receive reports:

- a) Cambridgeshire County Council conference – 14th January, online.
- b) Welland Footbridge meeting - 15th January. Chair and Cllr Fowkes to attend.
- c) Peterborough Parish Forum (CAPALC) – 21st January, online. Chair to attend.

22.12 CORRESPONDENCE RECEIVED, and Noted as follows:

- 12.1 Email enquiring about policy on council housing. Referred to PCC.
- 12.2 Query about possible use of the playing field for a dog show. Guidance provided.
- 12.3 Complaint relating to cemetery. Matter closed.
- 12.4 Request to promote Arthritis Action online groups. Posters added to noticeboards.
- 12.5 Complaint about local bus service timings. For discussion. MM commented as another parent with similar issue. Cllrs don't consider NPC issue. Reply made by Delaine, encourage parents to raise with school to resolve parents rather than parish council.
- 12.6 See John's email about pavement complaint in Church Street. MM and JD had complaints, MM commented on tarmac damage as a result of work. Residents directed to PCC. Clerk to comment on Report It Online – MM to send photo
- 12.7 Survey on policing part of the council tax. To be circulated via website and Facebook.
- 12.8 Cllr Chiva had submitted with his apologies, a request for discussion of Northborough's Neighbourhood Plan. This was discussed briefly and carried forward to the next meeting. Existing documents to be circulated following this meeting.

22.13 NEXT MEETING

To confirm date of the next Council meeting, Wednesday 9th February 2022

Meeting Closed 20:12

Abbreviations used in this Agenda:

CAPALC – Cambridgeshire & Peterborough Association of Local Councils

PCC – Peterborough City Council

Schedule of Receipts and Payments (22.10.3)

Items marked * were paid prior to the meeting as per the agreed regular payments list (Minute 21.69.2), as a statutory obligation, or under delegated powers, with the relevant Minute shown against the item.

Receipts:

- a) Northborough Community Association: cleaning contract, December 2021, £386.50

Payments:

- b) Staff Basic Pay for December 2021, £1,451.21 (paid by standing order)*
- c) Lloyds Bank plc: monthly debit card fee, December 2021, £3.00 (auto card)*
- d) HP Print: ink subscription for printer, December 2021, £9.99 (auto card)*
- e) Takepayments: monthly subscription for card receipts scheme, December 2021, £20.40 (direct debit)*
- f) Barclaycard: monthly card receipts scheme fee, December 2021, £5.81 (direct debit)*
- g) CloudNext Ltd: .gov.uk domain renewal, £132.00
- h) NEST: Employee/employer pension contribution December 2021, £51.78 (direct debit)*
- i) Staff Overtime less statutory deductions December 2021, £38.24
- j) Richard Harding: Contracted grounds maintenance and grass cutting, £982.50*
- k) Richard Harding: top-up graves, £200.00* (22.08.1.a)
- l) J G Cross: remedial work on memorials, £462.00 (20.141.1.b)
- m) Biffa Waste Management Ltd: cemetery waste, November & December 2021, £89.80
- n) Reimburse John Dadge: donation disposal of Christmas tree, £20.00* (22.08.1.b)
- o) Reimburse Clerk: Microsoft Office365 subscription, annual, adjusted, £113.76*
- p) ACR Computers: IT security software subscription, £30.00 (card payment)*
- q) Northborough Guide Company: grant, £226.76