

To All Members of the Council:

You are hereby summoned to attend a **Meeting of Northborough Parish Council** to be held on **Wednesday 9th February 2022** starting at **7.00pm**, at Northborough Village Hall, Cromwell Close, Northborough PE6 9DP.

Members of the public and media representatives are welcome to attend. Please bring a face mask and observe Government guidelines on hygiene and social distancing. Numbers may be restricted.



Catherine Franks, Clerk

AGENDA

TO NOTE ATTENDANCE and APOLOGIES FOR ABSENCE

22.14 PUBLIC FORUM

Members of the public to comment on any item on the Agenda; standing orders permit 15 minutes total

22.15 TO NOTE THE DEATH OF FORMER COUNCILLOR ROGER LORD

22.16 DECLARATIONS: To receive declarations of interest in items on the agenda and to grant any written requests for dispensations for disclosable pecuniary interests

22.17 TO CONFIRM MINUTES OF THE PREVIOUS MEETING, held on 12th January 2022

22.18 COUNCILLOR VACANCIES: To consider any applications received, for two vacancies open to co-option.

22.19 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS

22.20 PLANNING, to consider planning application(s):

- 20.1** 22/00089/HHFUL: 26 Claypole Drive, Demolition of existing rear conservatory, part demolition of existing single storey rear extension to create a new single storey rear extension, ground floor front extension to create a porch and loft conversion with front and rear dormers.
- 20.2** Discussion to review progress on a Neighbourhood Plan for Northborough.

22.21 GOVERNANCE:

21.1 To note purchase(s) made under Delegated Powers between meetings:

- a) Dog poo spray paint, £75.30 exc VAT
- b) Bin bags for litter picking, £55.85 exc VAT
- c) Additional materials to complete cemetery footpath refurbishment, £610.00.

21.2 To consider a proposal for a Chairman's Allowance.

21.3 To consider whether to cease the payment scheme set up for Northborough Volunteer Network.

22.22 VILLAGE AMENITIES, MAINTENANCE and ENVIRONMENT:

22.1 Playing field: To note action to date on damaged gym equipment and agree next steps.

22.2 Discussion of potential projects to support the John Clare Countryside Plan, to include a report on a recent meeting about the proposed Welland Footbridge and update on recruitment of volunteers.

22.23 COMMUNITY, COMMUNICATION and EVENTS:

- 23.1 Receive a verbal update on plans for Queen's Jubilee celebrations and use of grant awarded.
- 23.2 To approve the purchase and display of lamp post poppies and a statue of the unknown soldier to be used on Remembrance Day each year.

22.24 FINANCE:

- 24.1 To note and sign the finance report for period ended 31st January 2022.
- 24.2 To approve receipts and payments according to the attached schedule.

22.25 REPORTS FROM COUNCILLORS AND CLERK:

- 25.1 To receive a verbal report from the Clerk.
- 25.2 Reports from councillors on portfolio of responsibilities and actions outstanding.
- 25.3 External meetings, conferences and training – to note upcoming dates and receive reports.

22.26 CORRESPONDENCE RECEIVED:

- 26.1 Email about parking issues on East Road.
- 26.2 Email requesting inspection of a tree on Bill Wells' Corner (Clare Road/Claypole Drive).

22.27 NEXT MEETING:

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

Abbreviations used in this Agenda:

CAPALC – Cambridgeshire & Peterborough Association of Local Councils

PCC – Peterborough City Council

Schedule of Receipts and Payments (22.24.2)

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, January 2022, £386.50

Payments:

- b) Staff Basic Pay for January 2022, £1,451.21 (paid by standing order)*
- c) Lloyds Bank plc: monthly debit card fee, January 2022, £3.00 (auto card)*
- d) HP Print: ink subscription for printer, January 2022, £9.99 (auto card)*
- e) Takepayments: monthly subscription for card receipts scheme, January 2022, £20.40 (direct debit)*
- f) Barclaycard: monthly card receipts scheme fee, January 2022, £5.76 (direct debit)*
- g) NEST: Employee/employer pension contribution January 2022, £51.78 (direct debit)*
- h) Staff salary adjustments January 2022, £49.43
- i) Richard Harding: Contracted grounds maintenance and grass cutting, £982.50*
- j) Richard Harding: Cemetery refurbishment final balance incl additional materials, £738.00*
- k) Biffa Waste Management Ltd: cemetery waste, January 2022, £44.90*
- l) Meon UK: Tempo TP soft-term hi-vis marker paint, £90.36*
- m) Amazon Marketplace: bin bags, £67.05*

Items j), l), m) – Agenda item 22.21.1 refers. For item j) also see Minute 20.127.1