

To All Members of the Council:

You are hereby summoned to attend a **Meeting of Northborough Parish Council** to be held on **Wednesday 9th March 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

ATTENDANCE and APOLOGIES FOR ABSENCE

22.28 PUBLIC FORUM

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

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

22.30 TO CONFIRM MINUTES OF THE PREVIOUS MEETING, held on 9th February 2022

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

22.32 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS

22.33 PLANNING, to consider planning application(s):

33.1 22/00085/FUL: 1-2 East Road, First floor roof extension over shop to create 2No. two-bedroom flats and formation of new access for flat parking.

33.2 22/01718/HHFUL: 45 Granville Avenue, One-bedroom log cabin, retrospective.

33.3 22/00240/FUL: Land adjacent to 4 Church Farm Mews, Proposed one-and-a-half storey, 3-bedroom dwelling with integral garage.

33.4 21/01596/HHFUL: 67 Lincoln Road, Two storey side and rear extension, single storey rear extension and new porch – re-consultation.

33.5 22/00245/HHFUL: 23 Church Street, Conversion of existing garage to habitable use involving alteration to elevations and installation of velux light.

22.34 GOVERNANCE:

34.1 To consider continuance of NALC/CAPALC membership for the financial year 2022/23.

34.2 To approve an application from Amo La Pizza to trade on 23rd April and 28th May.

22.35 VILLAGE AMENITIES, MAINTENANCE and ENVIRONMENT:

35.1 To consider applying for a recycling centre pass to be held by a councillor to assist residents with bulky waste.

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

35.3 To consider quotes received for two replacement benches on Church Street.

- 35.4 To receive a verbal report on discussions about forward planning for nature recovery.
- 35.5 To consider a request from GNFC to install a second 10ft storage container (a 20ft replacement container was approved in 2020, Minute 20.99.2.c)
- 35.6 Burial Grounds: To receive a report from the Burials Committee and to note change of supplier for updating of cemetery administration records
- 22.36 QUEEN'S PLATINUM JUBILEE:
 - a) To receive a verbal update on plans for Queen's Jubilee celebrations and use of grant awarded.
 - b) To approve the booking of waste removal via the council's existing account.
- 22.37 FINANCE:
 - 37.1 To note and sign the finance report period ended 28th February 2022.
 - 37.2 To note confirmed amounts applicable for financial year commencing 1st April 2022:
 - a) National Living Wage, £9.50 per hour.
 - b) Expenditure under Local Government Act 1972, Section 137, up to £8.82 per elector (1,138).
 - 37.3 To approve receipts and payments according to the attached schedule.
 - 37.4 To note agreement of NJC cost-of-living pay award for period of 1st April 2021-31st March 2022, to be implemented at year-end payroll.
- 22.38 REPORTS FROM COUNCILLORS AND CLERK:
 - 38.1 To receive a verbal report from the Clerk.
 - 38.2 Reports from councillors on portfolio of responsibilities and actions outstanding.
 - 38.3 External meetings, conferences and training – to note upcoming dates and receive reports.
 - a) Peterborough Parish Conference, 8th June 2022
- 22.39 CORRESPONDENCE RECEIVED: None at date of publication
- 22.40 NEXT MEETING:
 - To confirm date of the next Council meeting, Wednesday 13th April 2022

Abbreviations used in this Agenda:

- CAPALC – Cambridgeshire & Peterborough Association of Local Councils
- GNFC – Glinton & Northborough Football Club
- NALC – National Association of Local Councils
- PCC – Peterborough City Council

Schedule of Receipts and Payments (22.37.3)

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) Allan: Burial deeds, £250.00
- b) J G Cross: memorial fee, £120.00
- c) Northborough Community Association: Northborough Volunteer Network fund £500.00 (Minute 22.21.3)
- d) Northborough Community Association: cleaning contract, February 2022, £386.50

Payments:

- e) Staff Basic Pay for February 2022, £1,451.21 (paid by standing order)*
- f) Staff salary adjustments February 2022, £153.18
- g) HMRC: PAYE/NI February 2022, £13.46
- h) NEST: Employee/employer pension contribution February 2022, £59.57 (direct debit)*
- i) Lloyds Bank plc: monthly debit card fee, February 2022, £3.00 (auto card)*
- j) HP Print: ink subscription for printer, February 2022, £9.99 (auto card)*
- k) Takepayments: monthly subscription for card receipts scheme, February 2022, £20.40 (direct debit)*
- l) Barclaycard: monthly card receipts scheme fee, February 2022, £5.76 (direct debit)*
- m) CAPALC: Annual affiliation fee NALC/CAPALC, 2022/23, £508.76
- n) Richard Harding: Contracted grounds maintenance and grass cutting, £982.50*
- o) Biffa Waste Management Ltd: cemetery waste, February 2022, £44.90*