

To All Members of the Council:

You are hereby summoned to attend a **Meeting of Northborough Parish Council** to be held on **Wednesday 13th April 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

22.41 PUBLIC FORUM

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

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

22.43 TO CONFIRM MINUTES OF THE PREVIOUS MEETING, held on 9th March 2022

22.44 COUNCILLOR VACANCIES: To consider any applications received, for one vacancy open to co-option.

22.45 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS

22.46 PLANNING, to consider planning application(s):

46.1 22/00370/HHFUL: 28 Claypole Drive, proposed single storey front extension to create new porch and proposed first floor side extension and conversion of attached garage to habitable use.

46.2 22/00275/FUL: Land Along the Proposed 95 Kilometre Grantham To Bexwell Pipeline Route - Proposed hybrid planning application for the proposed Grantham to Bexwell Pipeline Scheme with full planning consent sought for a proposed 95 kilometre pipeline and 4 kilometre spur.

To note outcome of planning application(s):

46.3 21/01829/HHFUL: 63 Lincoln Road, refused.

22.47 GOVERNANCE:

47.1 To approve and sign the Annual Governance Statement for 2021/22.

47.2 To note and approve the council's Asset Register at end of year 2021/22.

47.3 To agree arrangements for the Annual Village Meeting, previously announced as Saturday 14th May 2022 from 10.00 to 12.00 at the Village Hall.

22.48 VILLAGE AMENITIES, MAINTENANCE and ENVIRONMENT:

48.1 To consider a proposal for a range of initiatives to form the basis of a Northborough Environmental Projects Plan.

48.2 Damaged gym equipment: to receive a progress update

48.3 To approve an additional monthly charge against existing grass cutting contracts to compensate

- contractor for a change in legislation over rebated diesel fuel - £100 per month.
- 48.4 To discuss delegation of council powers with regard to instructions to contractors.
- 22.49 QUEEN'S PLATINUM JUBILEE:
- 49.1 To consider proposals to withdraw the offer of a grant to an outside organisation, with council to complete plans for a Jubilee event itself.
- 49.2 To agree responsibilities and procedures that ensure project completion within the council's legal powers.
- 22.50 FINANCE:
- 50.1 To note and sign the finance report dated 31st March 2022.
- 50.2 To approve and sign the Annual Accounting Statement for 2021/22.
- 50.3 To approve amendments to standing orders for staff pay.
- 50.4 To approve receipts and payments according to the attached schedule.
- 22.51 REPORTS FROM COUNCILLORS AND CLERK:
- 51.1 To receive a verbal report from the Clerk.
- 51.2 Reports from councillors on portfolio of responsibilities and list of actions outstanding.
- 51.3 External meetings, conferences and training – to note upcoming dates and receive reports.
- a) Parish Council Liaison Group, 13th April 2022
- b) Peterborough Parish Conference, 8th June 2022 – tickets now available
- 22.52 CORRESPONDENCE RECEIVED:
- 52.1 Email complaint about the new footpath surface at the cemetery.
- 52.2 Request for CPR/defibrillator training following a recent incident.
- 52.3 Report of drug use behind the village hall, CCTV checked and passed to the police.
- 22.53 NEXT MEETING:
- To confirm date of the next Council meeting, Wednesday 11th May 2022 (Annual Meeting of the Council)

Abbreviations used in this Agenda:

CAPALC – Cambridgeshire & Peterborough Association of Local Councils

NALC – National Association of Local Councils

PCC – Peterborough City Council

Schedule of Receipts and Payments (22.50.4)

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) Rice: Burial fees, £65.00
- b) Northborough Community Association: cleaning contract, February 2022, £381.34
- c) Unity Trust Bank: deposit account interest, £14.77

Payments:

- d) Staff Basic Pay for March 2022, £1,451.21 (paid by standing order)*
- e) Staff salary adjustments March 2022, £249.25
- f) HMRC: PAYE/NI March 2022, £39.80
- g) NEST: Employee/employer pension contribution March 2022, £67.02 (direct debit)*
- h) Lloyds Bank plc: monthly debit card fee, March 2022, £3.00 (auto card)*
- i) HP Print: ink subscription for printer, March 2022, £9.99 (auto card)*
- j) Takepayments: monthly subscription for card receipts scheme, March 2022, £20.40 (direct debit)*
- k) Barclaycard: monthly card receipts scheme fee March 2022, £5.76 (direct debit)*
- l) Richard Harding: Contracted grounds maintenance and grass cutting, £982.50*
- m) Biffa Waste Management Ltd: cemetery waste, March 2022, £44.90*
- n) John Dadge: Chairman's allowance 2022/23, £250.00 (Minute 22.21.2)
- o) Unity Trust Bank: current account quarterly fee, £18.00
- p) Orion Business Centres Ltd: burial records transfer, £280.80
- q) Richard Harding: Repair to gym equipment, £300.00
- r) Richard Harding: Additional cost for change to rebated diesel, £100.00
- s) Broxap Ltd: Litter bin for Paradise Lane, £397.14