

To All Members of the Council:

You are hereby summoned to attend the **Annual Meeting of Northborough Parish Council** to be held on **Wednesday 8th June 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

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

22.73 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 13th April 2022

22.74 PUBLIC FORUM

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

22.75 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS

22.76 COUNCILLOR VACANCIES:

76.1 To consider any applications received for co-option of up to two councillors.

22.77 GOVERNANCE:

77.1 To agree date options for 2023 Annual Village Meeting.

77.2 To note purchases made under delegated powers:

- a) Refreshments for Annual Village Meeting, via Jess Phillips and Clerk expenses, £35.50.
- b) Eyebury Nurseries, commemorative willow tree, £45.00.
- c) Materials for refurbishment of Funday banner, via John Dadge, £30.00.

22.78 PLANNING, to consider planning applications: None at time of publication

22.79 VILLAGE AMENITIES AND MAINTENANCE:

79.1 Playing field:

- a) To agree the process for award of grass cutting contracts from April 2023, including any material changes to the work.
- b) To approve and sign an amended contract for 2022/23 with Ginton & Northborough Football Club for use of the playing field

79.2 Storage: To consider a proposal to install racking units in the cemetery storage shed at cost of up to £250.00 for purchase and installation within the next two months.

79.3 Bulky Waste: To agree a plan for participation in the Parish Council recycling centre permit trial.

22.80 QUEEN'S PLATINUM JUBILEE:

- 80.1 To give retrospective approval for the planting of a commemorative willow tree.
- 80.2 Picnic on the Park: To receive a post-event report from Cllr Thomas.

22.81 FINANCE:

- 81.1 To receive Clerk's financial report for year end 2021/22 and agree revisions to the budget for 2022/23 (as set at Minute 21.139.2) including Reserves.
- 81.2 To approve receipts and payments according to the attached schedule.

22.82 REPORTS FROM COUNCILLORS AND CLERK:

- 82.1 Reports from councillors on portfolio of responsibilities and actions outstanding.
- 82.2 Report from Clerk on items not covered elsewhere on the agenda.
- 82.3 External meetings, conferences and training – to note upcoming dates and receive reports:

22.83 CORRESPONDENCE RECEIVED:

- 83.1 Comment from a resident about purchase of replacement benches.
- 83.2 Complaint about fencing of private properties on Church Farm Mews.

22.84 NEXT MEETING

To confirm date of the next Council meeting, Wednesday 13th July 2021

Schedule of Receipts and Payments (22.81.2)

Items marked * were paid prior to the meeting as per the agreed regular payments list (Minute 22.69.1), as a statutory obligation, or under delegated powers, with the relevant Minute shown against the item. Items marked ^ relate to the Jubilee party in the park event and are paid under powers delegated at Minute 22.49.

Receipts:

- a) Glinton & Northborough Football Club: contribution to grass-cutting 2022/23 season, £600.00.
- b) Kinghorn: burial fees, £40.00.
- c) Northborough Community Association: cleaning contract, May 2022, £411.63

Payments:

- d) Staff Basic Pay for May 2022, £1,451.21 (paid by standing order)*
- e) HMRC: PAYE/NI May 2022, £15.66
- f) Staff salary adjustments May 2022, £226.28
- g) NEST: Employee/employer pension contribution May 2022, £63.63 (direct debit)*
- h) Lloyds Bank plc: monthly debit card fee, May 2022, £3.00 (auto card)*
- i) HP Print: ink subscription for printer, May 2022, £9.99 (auto card)*
- j) Takepayments: monthly subscription for card receipts scheme, May 2022, £20.40 (direct debit)*
- k) Barclaycard: monthly card receipts scheme fee May 2022, £5.76 (direct debit)*
- l) Richard Harding: Contracted grounds maintenance and grass cutting May 2022, £982.50*
- m) Richard Harding: Additional contract cost for change to rebated diesel May 2022, £100.00*
- n) J Phillips: reimburse expenses for Annual Village Meeting refreshments, £23.15* (paid, 22.77.2)
- o) Biffa Waste Management Ltd: cemetery waste, May 2022, £44.90*
- p) AM Kreative Media Ltd: Jubilee flyers and distribution, £86.40 ^
- q) Eyebury Nurseries: Jubilee commemorative tree, £45.00* (paid, 22.77.2)
- r) CloudNext Ltd: web and email hosting, 2022/23, £119.98*
- s) John Dadge: reimburse banner refurbishment expenses, £30.00*