

To All Members of the Council:

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



Catherine Franks, Clerk

AGENDA

ATTENDANCE and APOLOGIES FOR ABSENCE

PUBLIC FORUM

Members of the public are invited to comment at this point on any item on the Agenda; standing orders permit 15 minutes in total for this item

22.125 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Monday, 12th October 2022

22.126 COUNCILLOR VACANCIES: To consider any applications received for co-option of up to two councillors.

22.127 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.

22.128 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS

22.129 GOVERNANCE:

129.1 To receive an update on progress with recruitment of a new Clerk.

129.2 To receive an update on the new lease for the Village Hall.

129.3 To note purchases made under delegated powers:

a) Disposal of excess soil from cemetery, £200.00.

b) Installation of ashes plot markers (Minute BC22.6), £150.00.

c) Installation of new benches on Church Street and delivery of old ones (Minute 21.138.b et al), £300.00.

22.130 PLANNING, to consider planning applications:

130.1 Fenland Reservoir: Non-statutory consultation by Anglian Water for development of a new reservoir – www.fensreservoir.co.uk

130.2 22/01422/HHFUL and 22/01423/LBC, 5 Church Farm Mews: Demolition of existing extension and erection of single storey rear and side replacement extension.

130.3 22/01396/HHFUL, 41 Church Street: Erection of 2.4m high fence, retrospective.

130.4 22/01413/HHFUL, 2 Church Farm Mews: Alterations to bedroom, window and double door.

130.5 22/01559/OUT, 2A Maxey Road: Erection of single dwelling with all matters reserved

22.131 COMMUNITY and EVENTS

131.1 To agree wording for a new plaque to commemorate the reign of Queen Elizabeth II (ref Minute

22.119).

131.2 To consider a proposal for financial support for the Village Tribune community magazine.

131.3 To finalise plans for the 2022 Christmas tree lighting ceremony and associated activities.

22.132 AMENITIES and MAINTENANCE

132.1 To approve recommendation by the Burials Committee for replacement cemetery gates.

132.2 To consider a proposal to replace the timber posts at the Green on Church Street.

132.3 To agree the purchase of bulbs and plants for the green burial area and other village enhancement areas (ref Minutes 22.93.4 and 22.93.5)

132.4 To agree installation of a new memorial bench to be donated by a resident

22.133 FINANCE:

133.1 To note the Finance report for period ending 31st October 2022.

133.2 To receive and consider a proposed budget and precept demand for the financial year 2023/24.

133.3 To approve receipts and payments according to the attached schedule.

22.134 REPORTS FROM COUNCILLORS AND CLERK:

134.1 Reports from councillors on actions outstanding.

134.2 Report from Clerk on items not covered elsewhere on the agenda.

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

a) Parish Council Liaison Group: 9th November 2022

22.135 CORRESPONDENCE RECEIVED:

135.1 Query about cutting back of a tree over a private boundary. Clerk responded.

22.136 NEXT MEETING: To confirm date of the next Council meeting, Wednesday 14th December 2022

Schedule of Receipts and Payments (22.133.2)

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.

No VAT is charged against receipts. Any VAT included in payments is reclaimed annually at year end. Where no VAT indicated, it was not charged by the supplier.

Receipts:

a) Northborough Community Association: cleaning contract, October 2022, £411.63

Payments:

b) Starboard Systems Ltd: Scribe Accounts and Cemetery software annual subscription, £907.20 incl VAT

c) Staff Basic Pay for October 2022, £1,451.21 (paid by standing order)*

d) HMRC: PAYE/NI October 2022, £14.82

e) Staff salary adjustments October 2022, £186.90

f) NEST: Employee/employer pension contribution October 2022, £62.45 (direct debit)*

g) Orion Business Centres: burial records transfer project, £187.20 inc VAT

h) Richard Harding: Contracted grounds maintenance and grass cutting October 2022, £982.50

i) Richard Harding: Additional contract cost for change to rebated diesel October 2022, £100.00

j) Richard Harding: Soil disposal (22.129.3.a), £200.00

k) Richard Harding: Install plot markers and dispose of turf (22.129.3.b), £150.00

l) Richard Harding: Installation/delivery of benches (22.129.3.c), £300.00

m) Biffa Waste Management Ltd: cemetery waste, October 2022, £22.45 inc VAT*

n) Lloyds Bank plc: monthly debit card fee, October 2022, £3.00 (auto card)*

o) HP Print: ink subscription for printer, October 2022, £9.99 inc VAT (auto card)*