

Northborough Parish Council
Village Hall, Cromwell Close, Northborough, Peterborough, PE6 9DP
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To All Members of the Council:

You are hereby summoned to attend a **Meeting of Northborough Parish Council** to be held on **Wednesday 14th June 2023** starting at **7.00pm**, at Northborough Village Hall, Cromwell Close, Northborough PE6 9DP.

Members of the public and media representatives are welcome to attend.



Elinor Beesley, Clerk

AGENDA

ATTENDANCE

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.

23.62 APOLOGIES FOR ABSENCE: To receive and approve apologies for absence.

23.63 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 10th May 2023.

23.64 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS.

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

23.66 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.

23.67 ANNUAL GOVERNANCE:

- 67.1 To note Annual Internal Audit Report 2022/23.
- 67.2 To approve Annual Governance Statement 2022/23.
- 67.3 To approve Accounting Statements 2022/23.
- 67.4 To note Bank Reconciliation to accompany AGAR 2022/23.
- 67.5 To note Explanation of Variances to Accompany AGAR 2022/23.
- 67.6 To note dates of the Period for the Exercise of Public Rights for year 2022/23.

23.68 GOVERNANCE:

- 68.1 To consider Terms of Reference for the Playing Field.
- 68.2 To approve training for Clerk.

23.69 PLANNING:

- 69.1 To consider re-consultation on Application 23/00136/FUL, Land At Giddons Drove Track, Peakirk Road: Use of existing agricultural site to allow radio-controlled model aircraft to take off and land.
- 69.2 To consider Application 23/00555/HHFUL, 26 Castle Drive: Proposed single storey side and rear extension.

- 69.3 To consider Application 23/00606/REM, Land along the proposed 95 km Grantham to Bexwell Pipeline Route: Reserved Matters Approval relating to scale, layout, design, appearance, and landscaping pursuant to 22/00275/FUL: Proposed hybrid planning application for the proposed Grantham to Bexwell Pipeline Scheme with full planning consent sought for a proposed 95km pipeline and 4km spur, and outline consent for associated above ground infrastructure at Elton and Welby Heath.

23.70 VILLAGE AMENITIES AND MAINTENANCE:

- 70.1 Low hanging branches, Lincoln Road: To note PCC has issued the works order to the contractor for completion of works by 14th July 2023.
- 70.2 Dying birch tree, verge near pumping station, Church Street: To note PCC has arranged an inspection by a qualified tree surveyor and will provide an update by 30th June 2023.
- 70.3 Football Pitch: To consider grass cutting and the collection of grass.
- 70.4 Church Street: To discuss the issue of contractor parking outside the Cemetery.
- 70.5 Speed signs: To note PCC has arranged for the existing speed signs to be decommissioned and removed by 14th July 2023, has received the new speed signs, and has agreed to arrange installation.
- 70.6 Village Hall CCTV: To discuss access to the footage.

23.71 COMMUNITY AND EVENTS:

- 70.1 Annual Parish Meeting 2024: To decide on the amended date.

23.72 FINANCE:

- 72.1 Exclusion of the Press and Public: To resolve that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the next two items of business, the Press and Public be excluded from the Meeting.
- 72.2 To consider the terms of employment of NPC employees other than the Clerk.
- 72.3 To review the contractor costs for grass cutting services.
- 72.4 Re-admittance of the Press and Public: To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the Meeting.
- 72.5 To consider quotations for two pergolas in the Cemetery.
- 72.6 To consider quotations for annual Council insurance.
- 72.7 To consider a grant application from Magpas Air Ambulance.
- 72.8 To approve payment of Chair's allowance for year 2023/24.
- 72.9 To approve the attached Schedule of Receipts and Payments.
- 72.10 To note the financial reports for two months to 31st May 2023.

23.73 REPORTS FROM COUNCILLORS AND CLERK:

- 73.1 Reports from councillors on actions outstanding.
- 73.2 Report from Clerk on items not covered elsewhere on the agenda.
- 73.3 External meetings, conferences, and training – to note upcoming dates and receive reports.
- a. Cllr Dadge: Northborough Community Association

23.74 CORRESPONDANCE RECEIVED:

- 74.1 Resident: Broadband issues in the Village.

23.75 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 12th July 2023.

Abbreviations used in this Agenda:

AGAR – Annual Governance and Accountability Return

PCC – Peterborough City Council

NPC – Northborough Parish Council

Schedule of Receipts and Payments (23.72.9)

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 adjustment (April 2023), £39.87
- b) Northborough Community Association: Cleaning contract (May 2023), £451.50
- c) Burial fees: ashes internment, £150.00

Payments:

- d) J N Morris & Son: Posts for verge, Church Street, £248.76 incl VAT (Minute 23.28.1)*
- e) Staff Salary: Basic (May 2023), £1615.81*
- f) NEST Pensions: Staff pension (May 2023), £72.01 (direct debit)*
- g) HP Instant Ink: Printer ink subscription (May 2023), £9.99 inc VAT (autocard)*
- h) Lloyds Bank Plc: Monthly debit card fee (May 2023), £3.00 (auto-card)*
- i) Elan City Ltd: Speen signs, £8100.00 incl VAT (Minute 23.38.8)*
- j) S Lonsdale: Reimbursement for planter plants, £9.98 (Minute 23.59.1.b)*
- k) G Abbott : Reimbursement for planter plants, £20.00 (Minute 23.59.10b)*
- l) Zurich insurance: Insurance Policy Renewal (annual), £849.59*
- m) Staff salary: Adjustment (May 2023), £138.71
- n) HMRC: PAYE (6th May – 5th June 2023), £131.60
- o) Richard Harding & Son Landscaping: Contracted grounds maintenance (May 2023), £982.50
- a) Richard Harding & Son Landscaping: Additional contracted cost for change to rebated diesel (May 2023), £100.00
- b) Biffa: Cemetery Waste Management (May 2023), £51.19 incl VAT
- c) Canals Ltd: Internal Audit Report (Year 2022/23), £80.25
- d) Cloud Next: Annual Premium Hosting of www.northborough-pc.gov.uk, £119.98 incl VAT