

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 12th July 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, 13th June 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 two 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 GOVERNANCE:

67.1 To approve cemetery management training for the Clerk and Chair of the Burials Committee.

67.2 To approve Councillors' current portfolio.

67.3 To approve the NPC's Grants Policy.

23.68 PLANNING:

68.1 To note Application 23/00531/NONMAT, 3 The Pingle: Non-material amendment (Materials) to planning permission reference 23/00150/ has been determined.

68.2 To consider Application 23/00646/HHFUL, 29 A Church Street: Demolition of conservatory above stone plinth and construct walls and rood on existing plinth. No addition floor area.

23.69 VILLAGE AMENITIES AND MAINTENANCE:

69.1 To review outstanding maintenance and projects

69.2 To review outstanding Councillors' actions.

69.3 To approve the purchase of Clean It Up Stencils, dog poop bags and holders for areas of concern about dog fouling.

23.70 COMMUNITY AND EVENTS:

70.1 To note a local filmmaker is producing a documentary for the Village Tribune about how the local

community has pulled together to support those in need, both in and fleeing the war in Ukraine.

- 70.2 To consider a proposal from Cllr Fowkes for information signboards to be designed, artwork to be produced and printed on permanent signs which are erected on or close to certain historical buildings in the Village.
- 70.3 To consider facilitating the set up of a Good Neighbours Network group in the Village.

23.71 FINANCE:

- 71.1 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 item of business, the Press and Public be excluded from the Meeting.
- 71.2 To review the contractor costs for grass cutting services.
- 71.3 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.
- 71.4 To consider a grant application from St Andrews Church for the Elizabeth Cromwell event.
- 71.5 To approve Burials Committee proposal of a budget in the sum of £200.00 for the purchase of climbing plants to be planted at the foot of the pergolas.
- 71.6 To approve the attached Schedule of Receipts and Payments.
- 71.7 To note the financial reports for one months to 30th June 2023.
- 71.8 To agree revisions to the budget for year 2023/24 including reserves.

23.72 REPORTS FROM COUNCILLORS AND CLERK:

- 72.1 Reports from Councillors on actions outstanding.
- 72.2 Report from Clerk on items not covered elsewhere on the agenda.
- 72.3 External meetings, conferences, and training – to note upcoming dates, agree any Parish Council representation or attendance and receive reports.
 - a. Cllr Dadge: Northborough Community Association, 19th July 2023.
 - b. Cllr Thomas: Parish Liaison Group, Wednesday 5th July 2023.

23.73 CORRESPONDANCE RECEIVED:

- 73.1 To discuss correspondence received from a resident reporting anti-social behaviour in the Village Hall carpark and to receive an update from the Clerk.

23.74 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 8th August 2023.

Abbreviations used in this Agenda:

PCC – Peterborough City Council

NPC – Northborough Parish Council

Schedule of Receipts and Payments (23.71.6)

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) HP Instant Ink: Printer ink subscription (June 2023), £9.99 inc VAT (autocard)*

- e) Lloyds Bank Plc: Monthly debit card fee (June 2023), £3.00 (auto-card)*
- f) Staff Salary: Basic (June 2023), £1615.81*
- g) HMRC: PAYE (6th June – 5th July 2023), £98.60*
- h) Nest Pensions (June 2023), £66.80*
- i) Bespoak Timber Frames: Cemetery Gates (50%), £2,523.60 incl VAT (Minute 23.16.10)*
- j) Bespoak Timber Frames: Cemetery Pergolas (deposit), £2,293.20 (Minute 23.72.5)*
- k) Staff salary: Adjustment (June 2023), £65.43
- l) Richard Harding & Son Landscaping: Contracted grounds maintenance (June 2023), £1102.00
- m) Richard Harding & Son Landscaping: Additional contracted cost for change to rebated diesel (June 2023), £100.00
- n) Biffa: Cemetery Waste Management (June 2023), £51.19 incl VAT
- o) David Reed: Grave Digging (ashes internment), £TBC