

Northborough Parish Council

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Minutes of a Meeting of Northborough Parish Council held on Wednesday 9th August 2023 starting at 7.00pm, at Northborough Village Hall.

MEMBERS PRESENT: Councillors John Dadge (Chair), Malcolm Spinks (Vice-Chair), Tracy Thomas, Graham Fowkes, Mark Malcolm, Robert Chiva and Stephen Parker-Brown.

IN ATTENDANCE: Clerk Elinor Beesley

PUBLIC FORUM: Three members of the public were present, two of whom spoke as invited speakers and one of whom observed. All members of the public left the meeting after item 23.91.

23.89 **APOLOGIES FOR ABSENCE:** None received.

23.90 **MINUTES OF THE PREVIOUS MEETING,** held on Wednesday 12th July 2023, were approved, and signed as a true record by the Chair. The Chair deferred this item until after item 23.91.

23.91 **TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS:**

91.1 Lesley Newitt, the new Landlady of The Pack Horse Public House, reported that she has moved from The Blue Bell, Helpston and is joined by The Blue Bell's former Chef. The opening date has unfortunately been pushed back due to beer lines needing to be replaced and a delay in the broadband installation. The opening is now planned for 24th or 25th August. Initially a limited selection of food will be available, with a full menu available once the kitchen wall has been rebuilt. The work on the kitchen wall is due to start in the next two weeks with the work anticipated to be completed by Christmas.

Cllr Dadge wished Ms Newitt every success on behalf of the Council and thanked her for taking the time to introduce herself.

91.2 Peg Torrance, Representative of Deepings and Glington Patient Participation Group reported on the aims of the PPG and its Voluntary Car Scheme. Deeping and Glington PPG is a committee consisting of volunteers who are all patients at the practice. Its aim is to act as a conduit between the patients and staff of the practice. Since 2016 all GP Practices in England are contractually required to set up a PPG and since its formation the PPG has set up a very successful Voluntary Car Scheme which is available to all registered patients for transport to any medical appointment, including the surgery, hospital, chiropodist and dentist. The scheme is aimed particularly at those who do not have their own transport and cannot use public transport and is run by volunteer administrators and drivers with patients paying by the mile for each trip.

23.92 **COUNCILLOR VACANCIES:** No applications received.

23.93 **DECLARATIONS OF INTEREST:** None received.

23.94 **GOVERNANCE:**

94.1 Members noted that Richard Harding & Son Landscaping is no longer able to carry out the grass cutting contracts due to unforeseen circumstances.

94.2 Members noted purchases made by the Clerk under delegated powers:

a) Emergency interim cut of the Playing Field and Burial Grounds, in the sum of £350.00 plus VAT.

23.95 **PLANNING:**

95.1 Members noted 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 has been permitted.

95.2 Members noted Application 23/00349/HHFUL, 76 Lincoln Road: Erection of a single-

storey front extension, a single-storey side extension, a detached garage, a 1.2m boundary wall, and a 1.8m electric gate has been permitted.

- 95.3 Members discussed the “Issues and Options” Local Plan Consultation 2023. It was noted that NPC has been advised by PCC of the Consultation and it is open until 15th September 2023. The Consultation comprises the following areas and is relevant to the Greater Peterborough area as a whole and Northborough:

- a) Local Plan Priorities
- b) Additional development site allocations
- c) Local Green Spaces
- d) Changes to village boundary

ACTION – Cllr Dadge to draft a response on behalf of the Council and Clerk to send response to PCC.

23.96 VILLAGE AMENITIES AND MAINTENANCE:

- 96.1 Members noted that the pergolas are due to be installed in the Cemetery week commencing 21st August 2023.
- 96.2 Members noted that S Harrison & Co has carried out an interim cut of the Playing Field and Burial Grounds.
- 96.3 *To discuss landscape maintenance in the Village.* It was decided to discuss this item in conjunction with item 98.3.
- 96.4 To review outstanding maintenance:
 - a) It was noted that the painting of the railings around the Children’s play area has not been completed. **ACTION – Clerk** to contact the contractor.
- 96.5 To review outstanding Councillors’ actions:
 - a) The Village Hall lease has been finalised and signed on behalf of both NCA and NPC. **ACTION – Cllr Dadge** to forward documents to the Clerk for sending to the Council’s solicitor.
 - b) The dog fouling stencils have been purchased.
 - c) Cllr Fowkes has completed shaping the tops of the posts for the verge on Church Street and Cllr Dadge thanked him on behalf of the Council. Cllr Dadge confirmed ten bags of post mix will be required. **ACTION – Clerk** to purchase and arrange delivery.
 - d) The spray paint for the bench in Paradise Lane works well and it was decided to re-spray the bench near the Manor House, on Lincoln Road and outside the Village shop. **ACTION – Clerk** to purchase six cans.
 - e) Cllr Dadge reported that the bench at the end of Paradise Lane has been removed from its fixed position and thrown into the ditch. **ACTION – Clerk** to report to PCC.
- 96.6 Members agreed the wording for the plaque to commemorate the Coronation of King Charles III: In commemoration of the coronation of his majesty King Charles III 6th May 2023. **ACTION – Clerk** to obtain a quotation from the supplier of the previous two plaques.

23.97 COMMUNITY AND EVENTS:

- 97.1 Members considered NPC’s contribution to the next edition of The Village Tribune and made several suggestions. **ACTION – Cllr Dadge** and write the copy and forward to the Clerk.

23.98 FINANCE:

- 98.1 Members considered quotations for materials and printing of the Village Information Boards. It was **resolved** that a budget of £200.00 would allow for the boards, stands and installation.
- 98.2 *To approve the budget for the purchase of a water butt, stand, down pipe and screening for the Cemetery:* Cllr Dadge reported that a smaller water butt will be needed, and it was agreed to postpone the purchase until after winter.
- 98.3 Members considered quotations for the Village Grass Cutting contracts:
 - a) Verges
 - b) Playing Field
 - c) Burial Grounds and Green Areas
 It was agreed that further clarification is needed and additional quotations are required. **ACTION – Clerk** to obtain additional quotations for consideration at an Extra-ordinary meeting of the Council in August 2023.
- 98.4 Members **resolved** to approve the attached Schedule of Receipts and Payments.
- 98.5 Members noted and approved the financial reports for one month to 31st July 2023.

23.99 REPORTS FROM COUNCILLORS AND CLERK:

- 99.1 *Reports from Councillors on actions outstanding:* None.
- 99.2 Report from Clerk on items not covered elsewhere on the agenda.
- a) Planning Application 23/00917/FUL, St Andrews Church: Replacement lead roof and gutters to chancel of church: the application was received after publication of the Agenda. Members agreed that a request for an extension for comments is not required.
 - b) Correspondence had been received from a resident after the publication of the Agenda reporting overgrown weeds on the school footpath leading from Church View and overhanging foliage on both sides of the path, from Northborough Primary School and a resident's garden. The Clerk had reported the overgrown weeds to PCC and asked if maintenance of the path could be added to the schedule of regular maintenance. **ACTION – Cllr Thomas** to contact the resident.
 - c) The next meeting of the John Clare Countryside Cluster Group has been scheduled for 1st September at 10.00am. It was confirmed that Cllr Chiva and Cllr Parker-Brown will be attending.
- 99.3 External meetings, conferences and training – to note upcoming dates and received reports:
- a) Cllr Dadge: Northborough Community Association, 19th July 2023. Cllr Dadge reported he now has remote access to the Village Hall security cameras and that the picnic bench has been moved on Playing Field again but has not been vandalised or removed from the Playing Field.

23.100 CORRESPONDANCE RECEIVED:

- 100.1 A resident had contacted the Clerk to report anti-social behaviour in the Village Hall Car Park at night and to ask if the gate could be padlocked to prevent vehicle entry. **ACTION – Clerk** to contact NCA.

23.101 **DATE OF THE NEXT MEETING** was confirmed as **Wednesday 11th October 2023.**

There being no further business the Meeting closed at 8.41pm.

Approved as a true record of the meeting: Chair, 11th October 2023

Abbreviations used in this Agenda:

PPG – Patient Participant Group

NPC – Northborough Parish Council

PCC – Peterborough City Council

NCA – Northborough Community Association

Schedule of Receipts and Payments (23.98.4)

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:

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- a) Northborough Community Association: Cleaning contract (July 2023), £451.50
- b) Burial fees: memorial, £120.00
- c) Burial fees: ashes scattering, £50.00
- d) Burial fees: memorial (additional inscription), £90.00

Payments:

- e) HP Instant Ink: Printer ink subscription (July 2023), £15.99 inc VAT (autocard)*
- f) Lloyds Bank Plc: Monthly debit card fee (July 2023), £3.00 (autocard)*

- g) Staff Salary: Basic (July 2023), £1543.41*
- h) Nest Pensions (July 2023), £66.80 (direct debit)*
- i) HMRC: PAYE (6th July – 5th August 2023, adjusted), £97.51
- j) Staff salary: Adjustment (July 2023), £65.43
- k) S Harrison & Co: Interim cut to the Playing Field and Burial Grounds, £420.00 incl VAT
- l) Biffa: Cemetery Waste Management (July 2023), £51.18 incl VAT (direct debit)