

Northborough Parish Council

Village Hall, Cromwell Close, Northborough, Peterborough, PE6 9DP

www.northborough-pc.gov.uk

clerk@northborough-pc.gov.uk 07713 194173

To All Members of the Council:

You are hereby summoned to attend a **Meeting of Northborough Parish Council** to be held on **Wednesday 11th October 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.

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

23.115 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 30th August 2023.

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

116.1 Amanda Rose from PCC: Presentation on PCC's Budget Simulator.

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

23.118 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.

23.119 GOVERNANCE:

119.1 To note purchases made by the Clerk under delegated powers:

- a) Post Office Ltd: Stamps, £8.80
- b) Screwfix: Spray paint, £51.54 incl VAT
- c) Amazon: Two watering cans, £14.98 incl VAT

23.120 PLANNING:

120.1 To note Application 23/00917/FUL: Replacement lead roof and gutters to chancel of church, St Andrews Church has been permitted.

23.121 VILLAGE AMENITIES AND MAINTENANCE:

- 121.1 To review outstanding maintenance, projects and Councillor's actions.
- 121.2 To receive an update on the Village grounds maintenance.

23.122 COMMUNITY AND EVENTS:

- 122.1 To consider the Council's contribution to the November/December edition of The Village Tribune.
- 122.2 To receive an update on Speed Watch in the Village.
- 122.3 To note the updated schedule of Peterborough Libraries Mobile Library Service.
- 122.4 To consider a proposal that the Council proceeds with the 2023 Christmas Tree Light Up Ceremony

and allocates a budget of up to £600.00 to cover the costs of the event.

23.123 FINANCE:

- 123.1 To approve the attached Schedule of Receipts and Payments.
- 123.2 To note the financial reports for two months to 30th September 2023.
- 123.3 To consider the draft budget for financial year 2024/25.
- 123.4 To consider a proposal including quotations for a replacement Playing Field sign.
- 123.5 To approve the quotation from J G Cross for the plaque to commemorate the Coronation of King Charles III in the sum of £670.44 incl VAT.
- 123.6 To consider a request for a grant from Deepings Community Leisure Centre Community Trust Company.

23.124 REPORTS FROM COUNCILLORS AND CLERK:

- 124.1 To receive reports from Councillors.
- 124.2 To receive report from Clerk on items not covered elsewhere on the agenda.
- 124.3 External meetings, conferences, and training: To confirm Council representation, note upcoming dates and receive reports:
 - a) Institution of Revd Keir Thomas McNeill Dow at St Peter's Church, Maxey on 19th September 2023.
 - b) Northborough Community Association held on 20th September 2023, report.

23.125 CORRESPONDANCE RECEIVED: None received at date of publication.

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

Abbreviations used in this Agenda:

PCC – Peterborough City Council

SLCC – Society of Local Council Clerks

Schedule of Receipts and Payments (23.123.1)

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 (August 2023), £451.50
- b) Northborough Community Association: Cleaning contract (September 2023), £451.50
- c) Burial fees: Internment, £257.00
- d) Burial fees: Memorial (additional inscription), £90.00
- e) Burial fees: Memorial (new), £120.00
- f) Burial fees: Internment, £250.00
- g) Burial fees: Grants, £500.00
- h) Burial fees: Memorial (new), £120.00
- i) Peterborough City Council: 2nd instalment of Parish Council precept, £12,914.75
- j) Peterborough City Council: 2nd instalment for Parish Recreation Grounds, £5,525.00
- k) Peterborough City Council: 2nd instalment for Parish Burial Grounds, £4,436.25
- l) Unity Trust Bank: Interest (July 2023 – September 2023), £291.47

Payments:

- m) Lloyds Bank Plc: Monthly debit card fee (August 2023), £12.00 (autocard)*
- n) Staff Salary: Basic (July 2023), £1597.61*
- o) Nest Pensions (August 2023), £66.80 (direct debit)*

- p) M Pinfold: Interim cut to Garden Area, Church View, £225.00 (Minute 23.106.1.a)*
- q) Bespoak Timber Frames Ltd: Pergolas (Invoice balance), £2293.20 incl VAT (23.72.5)*
- r) Lloyds Bank Plc: Monthly debit card fee (September 2023), £12.00 (autocard)*
- s) HP Instant Ink: Printer ink subscription (July - August 2023), £9.99 inc VAT (autocard)*
- t) Post Office Ltd: Stamps, £8.80 (autocard)*
- u) Screwfix Ltd: Spray paint, £51.54 (autocard) (minute 23.96.5.d)*
- v) Post Office Ltd: Stamps, £8.80 (autocard)*
- w) PKF Littlejohn: External Audit (2022/23), £378.00*
- x) Staff Salary: Basic (September 2023), £1597.81*
- y) Unity Trust Bank: Service charge (July 2023 - September 2023)*
- z) Amazon: Two watering cans, £14.98 incl VAT (Minute 23.111.1.a)*
- aa) Biffa: Cemetery Waste Management (August 2023), £76.79 incl VAT*
- bb) Staff salary: Adjustment (August 2023), £65.43
- cc) Staff salary adjustment (September), £141.34
- dd) HMRC: PAYE (6th August – 5th September 2023), £116.80
- ee) HMRC: PAYE (6th September – 5th October 2023), £48.80
- ff) Nest Pensions (September 2023), £72.59 (direct debit)
- gg) Biffa Waste (September 2023), £51.19 (direct debit)
- hh) HP Instant Ink: Printer ink subscription (August – September 2023), £9.99 inc VAT (autocard)
- ii) Beebys Limited: Grounds maintenance (Stimming Burial Grounds and cut of football pitch, £333.46 incl VAT
- jj) G Fowkes: Reimbursement (Dog fouling stencil), £11.28
- kk) Parish Online: Digital Mapping Tool (annual subscription), £108.00 incl VAT
- ll) SLCC: Annual Membership, £189.00