

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 8th November 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.

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

23.128 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 11th October 2023.

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

129.1 Virginia Moran and Martin Reilly, representatives of the Deepings Leisure Centre Community (CIC), speaking to provide more information on the grant application submitted to NPC in September 2023.

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

23.131 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.

23.132 GOVERNANCE:

132.1 To note purchases made by the Clerk under delegated powers: None at date of publication.

132.2 To adopt the Risk Assessment for the Christmas Tree Light Switch On Event 2024.

23.133 PLANNING: None at date of publication.

23.134 VILLAGE AMENITIES AND MAINTENANCE:

134.1 To review outstanding maintenance, projects and Councillor's actions.

134.2 To note the works to repair the Village street signs have been completed.

134.3 To discuss the unauthorised removal of trees and hedges on Parish Council land in Church View.

134.4 To receive an update on the vandalism of the seating on the Playing Field.

134.5 To consider a proposal for new lighting in the Village Hall Car Park: to investigate the cost of supply and installation of 4 x 10ft lighting columns with solar heads, for installation during the course of the next six months.

134.6 To discuss any need of speed calming measures on Church Street.

23.135 COMMUNITY AND EVENTS:

- 135.1 To agree points of contract for the John Clare Countryside Trust.
- 135.2 To discuss the final plans for the Christmas Light Switch On 2023.

23.136 FINANCE:

- 136.1 To approve the attached Schedule of Receipts and Payments.
- 136.2 To approve the financial reports for one month to 31st October 2023.
- 136.3 To consider a request for a grant from the Deepings Community Leisure Centre Community (CIC).
- 136.4 To approve the quotation for the Village Christmas Tree in the sum of £340.00 for a 22ft Norway Spruce.
- 136.5 To consider the second draft of the budget for financial year 2024/25.
- 136.6 To consider a proposal to allocate a sum of £3000.00 for the supply and installation of three new benches: one during the current financial year and two in the year 2024/25.
- 136.7 To consider a proposal for a Village Funday Event during the summer of 2024: to allocate a provisional budget in the sum of £5000.00, and to liaise with other groups within the Village and invite volunteers to form a working party to organise and run the event.
- 136.8 To consider a proposal for new or replacement Play Equipment on the Village Field: to identify and prioritise the replacement of play equipment which is nearing the end of its useful life and to identify and cost suitable replacement and additional play equipment, up to a provisional budget in the sum of £10,000.

23.137 REPORTS FROM COUNCILLORS AND CLERK:

- 137.1 To receive reports from Councillors.
- 137.2 To receive report from Clerk on items not covered elsewhere on the agenda.
- 137.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Peterborough Parish Council Liaison Meeting at 6.30pm on Wednesday 15th November 2023 via Zoom.
 - b) The Deepings Practice Patient Participation Group AGM at 7.00pm on Tuesday 14th November 2023 at The Deepings Practice.
 - c) Good Neighbours – Rural Peterborough AGM at 6.30pm on 22nd November 2023 at Barnack Village Hall.
 - d) Exclusive Rights of Burial training course (Clerk), 9.30am to 12.30pm on 28th and 29th November 2023.
 - e) Sexton training course (Clerk), 9.30am to 1.00pm on 23rd November 2023.
 - f) John Clare Countryside Cluster Group Meeting on 27th October 2023, report.

23.138 CORRESPONDANCE RECEIVED:

- 138.1 Sergeant Andy Gladders, Northern Neighbourhood Policing Team: Introducing himself as the new Sergeant for the area and asking for feedback on his suggestion of Ward Police Surgeries.
- 138.2 Good Neighbours – Rural Peterborough: Correspondence regarding free upgrades for homes in the Peterborough area that do not have gas central heating to make them more energy efficient.

23.139 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 13th December 2023.

Abbreviations used in this Agenda:
NPC – Northborough Parish Council

Schedule of Receipts and Payments (23.136.1)

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 (October 2023), £451.50
- b) Burial fees: Memorial (new), £120.00
- c) Burial fees: Memorial (additional inscription), £120.00

Payments:

- d) Staff Salary: Basic (October 2023), £1597.61*
- e) Nest Pensions (October 2023), £83.51.80 (direct debit)*
- f) HP Instant Ink: Printer ink subscription (October 2023), £9.99 incl VAT*
- g) Lloyds Bank Plc: Monthly debit card fee (October 2023), £12.00 (autocard)*
- h) Staff salary: Adjustment (October 2023), £309.97
- i) HMRC: PAYE (6th October – 5th November 2023), £80.20
- j) ICCM: Sexton Duties Training Course for Clerk and Chair of the Burials Committee, £240.00 incl VAT
- k) ICCM: Exclusive Rights of Burial Training Course for Clerk and Chair of the Burials Committee, £240.00 incl VAT
- l) Biffa Waste (September 2023), £51.19 (direct debit)