

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 February 2024** 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.

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

24.15 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 10th January 2024.

24.16 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS: None.

24.17 COUNCILLOR VACANCIES: To consider any applications received for co-option of up to one councillor.

24.18 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.

24.19 GOVERNANCE:

19.1 To approve adding Cllr Parker-Brown to the Unity Trust Bank mandate.

24.20 PLANNING:

20.1 To note Planning Application 23/01558/HHFUL: Single storey side extension, new sewage treatment plan and a brick plinth to wrap around both existing and proposed roof tiles, White Lodge, 2 Rippons Drove has been permitted.

20.2 To note Planning Application 23/01639/HHFUL: Proposed two stored side extension and rear single storey extension, 2 Deeping St James Road has been permitted.

20.3 To consider Listed Building Consent Application 23/01671/LBC: Demolish length of 1.6m of stone wall to allow access, install metal gates, erect 1m high metal field fencing to boundary at the front, 1.7m fencing to boundary at the rear and rebuild partially collapsed south call of the north barn, 5 Church Farm Mews.

20.4 To consider Planning Application 24/00068/HHFUL: Proposed single storey side extension with a linked porch between bungalow and garage, 10 Church View.

20.5 To consider Planning Application 24/00099/FUL: One bedroom log cabin for use as an annexe (retrospective), 45 Granville Avenue.

24.21 VILLAGE AMENITIES AND MAINTENANCE:

21.1 To review outstanding maintenance and Councillors' actions.

21.2 To receive a report from the Play Equipment Working Party.

- 21.3 To receive a report on Play Equipment inspections from the Clerk and receive the latest Operational Report from The Play Inspection Company, dated 24th August 2023.
- 21.4 To approve a design for the plaque for Brian Spriggs' memorial bench.
- 21.5 To consider a proposal to replace one of the benches outside the Burial Grounds with a commemorative "poppy" bench and relocate to the existing bench to another location within the built-up area of the Village.

24.22 COMMUNITY AND EVENTS:

- 22.1 To consider a proposal for Speed Watch events for the year 2024.
- 22.2 To further discuss the proposal for the Food and Beer Festival 2024 and to consider the provision date of Sunday 7th July 2024.
- 22.3 To consider the opportunity to host a free 1-hour CPR and Defibrillator Training Course, provided by East Anglian Air Ambulance.

24.23 FINANCE:

- 23.1 To approve the attached Schedule of Receipts and Payments.
- 23.2 To approve the financial reports for one month to 31st January 2024.
- 23.3 To consider a proposal to purchase a WERISE 1000W Solar Motion Sensor Light Head to be erected on a PCC lamppost in the Village Hall carpark by PCC at no installation cost to NPC from Amazon for the sum of £199.99,
- 23.4 To consider a proposal to support the Village Tribune for year 2024 in the sum off £300.00 to ensure that Northborough residents continue to receive this valued local publication.
- 23.5 To consider a proposal to install Brian Spriggs' memorial bench in front of the Burial Grounds in place of one of the existing benches and to relocate the exiting bench to the area of open space on the corner of Clare Road and Crowson Crescent, subject to discussions with adjacent residents.
- 23.6 To consider a proposal to purchase slab fixings for the installation of Brian Spriggs' memorial bench from Glasdon in the sum of £8.79. plus VAT.

24.24 REPORTS FROM COUNCILLORS AND CLERK:

- 24.1 To receive reports from Councillors.
- 24.2 To receive report from Clerk on items not covered elsewhere on the agenda.
- 24.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Peterborough City Council: Briefing on the proposed Local Plan, 11th January 2024 – report.
 - b) Northborough Community Association, 16th January 2024 – report.
 - c) Northborough Community Association, 7.00pm on 21st February 2024 at Northborough Village Hall.
 - d) NPC: Burials Committee meeting, 6.30pm on Monday 26th February 2024 at Northborough Village Hall.
 - e) NPC: Working Party meeting, 7.00pm on Monday 26th February 2024 at Northborough Village Hall.
 - f) NPC: Working Party meeting, 7.00pm on Monday 25th March 2024 at Northborough Village Hall.
 - g) Northern Neighbourhood Policing Team: Police Surgery, 5.00pm-7.00pm on 13th March 2024 at Northborough Village Hall.

24.25 CORRESPONDANCE RECEIVED:

- 25.1 Northborough Community Association: The Village Hall will be closed over the Christmas period, Monday 23rd December 2024 to Friday 3rd January 2024 (inclusive).
- 25.2 Housing Strategy and Implementation Team: Invitation to share views on its draft Housing Strategy for 2024-2029 Consultation, by Monday 4th March.
- 25.3 Cambridgeshire and Peterborough NHS Foundation Trust (CPFT): An invitation to become a member or Governor of the CPFT.

24.26 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 13th March 2024.

Abbreviations used in this Agenda:

PCC – Peterborough City Council

NPC – Northborough Parish Council

Schedule of Receipts and Payments (24.23.1)

Items marked * were paid prior to the meeting as per the agreed regular payments list (Minute 22.69.1), as a statutory obligation, as an already approved payment 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) Burial fees: One Memorial (new), £120.00
- b) Burial fees: One ashes internment and gravedigging fee, £320.00

Payments:

- c) Lloyds Bank Plc: Monthly debit card fee (January 2024), £12.00 (autocard)*
- d) HP Instant Ink: Printer ink subscription (December 2023), £9.99 incl VAT (autocard)*
- e) Nest Pensions (January 2024), £73.01 (direct debit)*
- f) ACR: ESET security (annual renewal), £35.00 incl VAT (auto-card)*
- g) Staff Salary: Basic (January 2024), £1115.68*
- h) Staff Salary: Adjustment (January 2024), £211.02
- i) Beebys: Contracted Grounds Maintenance (January 2024), £1855.72
- j) Biffa Waste Cemetery Waste Collection (January 2024), £59.38 incl VAT (direct debit)
- k) Starboard Systems Limited (t/a Scribe): Scribe Accounts annual renewal, £414.72 incl VAT
- l) Starboard Systems Limited (t/a Scribe): Scribe Cemetery renewal, £673.92 incl VAT
- m) Information Commissioners Office: Data protection fee (annual), £40.00. Zero VAT
- n) GD Services: Grave digging fee (Plot N06), £170.00