

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 13th March 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.

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

24.28 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 14th February 2024.

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

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

24.31 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.

24.32 GOVERNANCE:

32.1 To approve staff contracts for part-time NPC employees.

32.2 To approve purchases made under delegated powers: Wall key safe, £19.51.

24.33 PLANNING:

33.1 To note 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to boundary at the rear and rebuild partially collapsed south call of the north barn, 5 Church Farm Mews has been withdrawn by the Applicant.

24.34 VILLAGE AMENITIES AND MAINTENANCE:

34.1 To review outstanding maintenance and Councillors' actions.

34.2 To consider a proposal for an application to the National Lottery Awards for All Fund for a new 5m Monkey Challenge Climbing Wall for installation on the Playing Field.

34.3 To note the new memorial bench has been delivered and is due to be installed in March.

34.4 To note, following a request from NCA and instruction to Beebys, the leaves on the paths outside the Village Hall will be collected as part of the Grounds Maintenance contract at no additional cost the NPC.

34.5 To consider a request from St Andrew's Church to allow the War Graves Commission to install a notice on the Church gate or wall to inform the public of the presence of war graves in the Churchyard, at no installation or maintenance costs to NPC or St. Andrew's Church.

24.35 COMMUNITY AND EVENTS:

- 35.1 To receive an update on plans for NPC's Food and Beer Event on 7th July 2024.

24.36 FINANCE:

- 36.1 To approve the attached Schedule of Receipts and Payments.
- 36.2 To approve the financial reports for one month to 29th February 2024.
- 36.3 To consider a proposal for a budget of up to £125.00 to allow local residents who have volunteered to adopt the Village planters to claim up to £25.00 to cover the costs of plants should they wish to be reimbursed.
- 36.4 To consider a proposal to purchase a D Day flag.
- 36.5 To consider a proposal to purchase a storage box, to be located in the Cemetery for the safe storage of seasonal and personal tributes until they are collected, at a cost of up to £150.00 subject to inspection and availability.
- 36.6 To consider a proposal to purchase new children's play equipment for installation on the Playing Field.

24.37 REPORTS FROM COUNCILLORS AND CLERK:

- 37.1 To receive reports from Councillors.
- 37.2 To receive report from Clerk on items not covered elsewhere on the agenda.
- 37.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Northborough Community Association, 21st February 2024 at Northborough Village Hall: Report.
 - b) Northern Neighbourhood Policing Team: Police Surgery, 5.00pm-7.00pm on 13th March 2024 at Northborough Village Hall.
 - c) NPC: Working Party meeting, 7.00pm on Monday 25th March 2024 at Northborough Village Hall.
 - d) CPR and Defibrillator Training provided by East Anglian Air Ambulance, 5.30pm on 10th April 2024 in Northborough Village Hall.

24.38 CORRESPONDANCE RECEIVED:

- 38.1 Cambridgeshire and Peterborough NHS Foundation Trust (CPFT): An invitation to become a member or Governor of the CPFT.
- 38.2 Peterborough City Council: Invitation to comment on the 'Local List' of Validation Requirements for Planning Applications Consultation. i.e. the plans and information required for an application to be valid.
- 38.3 To consider a request from a resident to allow a digger to access of the back of their Claypole Drive property from the Playing Field in order to replace existing fencing.
- 38.4 St Andrews Church: Enquiry regarding the Church making an application to NPC for a grant for required works.

24.39 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 10th April 2024.

Abbreviations used in this Agenda:

PCC – Peterborough City Council

NPC – Northborough Parish Council

Schedule of Receipts and Payments (24.36.1)

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: Two Transfers of Exclusive Rights of Burials, £50.00
- b) Burial fees: One ashes internment, £150.00

Payments:

- c) Lloyds Bank Plc: Monthly debit card fee (February 2024), £12.00 (autocard)*
- d) HP Instant Ink: Printer ink subscription (January 2024), £9.99 incl VAT (autocard)*
- e) Village Tribune: Editorial and Listings (2024), £300.00 (Minute 24.23.5)*
- f) Nest Pensions (February 2024), £73.01 (direct debit)*
- g) Staff Salary: Basic (February 2024), £1092.88*
- h) Post Office Ltd: Postage stamps, £10.00*
- i) Staff Salary: Adjustment (February 2024), £217.91
- j) Beebys: Contracted Grounds Maintenance (February 2024), £1855.72
- k) Biffa Waste Cemetery Waste Collection (February 2024), £89.06 incl VAT (direct debit)
- l) E Beesley: Reimbursement (Solar lighting head), £199.99
- m) Amazon: Wall key safe, £19.51 incl VAT (autocard)
- n) Glasdon: Bench, memorial plaque and fixings, £890.34 incl VAT
- o) HP Instant Ink: Printer ink subscription (February 2024), £9.99 incl VAT (autocard)