

Northborough Parish Council

Northborough & Deeping Gate 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 9th October 2024** starting at **7.00pm**, at Northborough & Deeping Gate 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.

- 24.115 APOLOGIES FOR ABSENCE: To receive and approve apologies for absence.
- 24.116 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 11th September 2024.
- 24.117 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS: None.
- 24.118 COUNCILLOR VACANCIES: To consider any applications received for co-option of up to one councillor.
- 24.119 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.
- 24.120 GOVERNANCE:
 - 120.1 To note purchases made under delegated powers:
 - a) HMRC: Land and Property search (Green Area, East Road), £6.00
 - b) Amazon: Stationery and office supplies, £95.11
 - 120.2 To approve the setting up of a direct debit for quarterly payments to Wave for the water supply to the Cemetery.
- 24.121 PLANNING:
 - 121.1 To consider Application 24/01200/CTR: T.1 – copper beech reduction by approximately 1.5metres, 36 Church Street.
 - 121.2 To consider Application 24/01138/HHFUL: Render front elevation (colour off-white), 14 Church Street.
 - 121.3 To consider Application 24/01221/HHFUL: Demolition of existing outbuilding and conservatory and erection of single storey rear extension with rendering of external wall and association works, 23 Castle Drive.
 - 121.4 To consider applications received after the publication of the Agenda.
- 24.122 VILLAGE AMENITIES, MAINTENANCE:
 - 122.1 To review Councillors' actions.
 - 122.2 To note maintenance issues reported to PCC:

- a) Damaged step between Paradise Lane and Maxey Cut: the repair is due within six to twelve months from 27th September 2024.
- b) Birch tree leaning towards a resident's property which may damage the boundary wall of a property if it were to fall, green area on the corner of Clare Road and Claypole Drive: PCC has reported that the tree is on private land.

122.3 To discuss the issue of overgrown trees along the path between Church View and Claire Road.

24.123 BIODIVERSITY:

- 123.1 To agree plans and date(s) for the collection of seeds from the existing wildflower areas.
- 123.2 To consider dates for the creation of the three new wildflower areas on the Playing Field and receive an update on volunteers.
- 123.3 To note receipt of information about bushing and tree work due to take place along Maxey Cut in October 2024.

24.124 COMMUNITY AND EVENTS:

- 124.1 To note PC Stephen Main has been relocated to another area within the Peterborough Northern Neighbourhood Policing Team and contact details have been passed to the Clerk for the three PCs who are now points of contact.
- 124.2 To agree NPC content for the November/December edition of the Village Tribune.

24.125 FINANCE:

- 125.1 To approve the attached Schedule of Receipts and Payments.
- 125.2 To approve the financial reports for one month to 30th September 2024.
- 125.3 To approve a proposal to purchase fifteen lamppost poppies from the Royal British Legion Poppy Shop in the sum of £75.00 incl VAT.
- 125.4 To approve a proposal to purchase a new flagpole lock from South Coast Flagpoles in the sum of £85.00 incl VAT.

24.126 REPORTS FROM COUNCILLORS AND CLERK:

- 126.1 To receive reports from Councillors.
- 126.2 To receive report from Clerk on items not covered elsewhere on the agenda.
- 126.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Local Plan Consultation Meeting to be held on Wednesday 11th September 2024 at 6.00pm at Peterborough Town Hall: To note presentation slides and to receive a report.
 - b) Northborough Community Association, held on Wednesday 18th September 7.00pm in The Cromwell Suite, Northborough Village Hall: Report.
 - c) Parish Liaison Group Meeting, 6.30pm on Wednesday 2nd October 2024 via Zoom and in person, venue to be confirmed.
 - d) Parish Council Liaison, Thursday 10th October 2024 at 6.00pm in The Council Chambers, Peterborough Town Hall and via Teams.
 - e) Northborough Community Association, held on Wednesday 16th October 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - f) NPC Working Party meeting to be held on Monday 28th October 2024 at 7.00pm in Northborough Village Hall.

24.127 CORRESPONDANCE RECEIVED:

- 127.1 The Deepings Practice Patient Participation Group: To note a copy of the questions and answers discussed at the meeting held on Wednesday 4th September 2024.
- 127.2 The Deepings Practice Patient Participation Group: To note the d_ Newsletter.
- 127.3 Resident: To discuss correspondence received, asking NPC to consider improving play equipment and activities on the Playing Field, in response to the letter delivered to residents of Castle Drive and Claypole Drive regarding the planned wildflower areas.
- 127.4 PCC: To note correspondence regarding its Shaping Our City Consultation which asks people to comment on a draft revised Corporate Strategy and learn more about PCC's financial position by attending one of a number of schedule meetings.

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

Abbreviations used in this Agenda:

NPC – Northborough Parish Council

PCC – Peterborough City Council

NCA – Northborough Community Association

Schedule of Receipts and Payments (24.125.1)

Items marked * were paid prior to the meeting as per the agreed regular payments list (Minute 24.70.1), 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) Unity Trust Bank: Interest, £340.49
- b) Burial fees: Interment (ashes), £300.00
- c) Burial fees: Interment (ashes), £150.00
- d) Burial fees: Interment (ashes) and gravedigging, £295.00
- e) PCC: Parish Precept (Second instalment), £22,876.00

Payments:

- f) GD Services: Grave digging fee, £145.00 (Minute 24.111.5)*
- g) Northborough Community Association: Community Grant, £207.00*
- h) Eyelid Productions Ltd: Website Support (Annual), £100.00*
- i) GD Services: Grave digging fee, £145.00 (Minute 24.111.5)*
- j) Lloyds Bank Plc: Monthly debit card fee (September 2024), £12.00 (autocard)*
- k) Amazon: Stationery and office supplies, £95.11 incl VAT (autocard)*
- l) HP Instant Ink: Printer ink subscription (21st August), £11.99 incl VAT (autocard)*
- m) HMRC: Land and Property search (Green Area, East Road), £6.00*
- n) HMRC: Land and Property search (Green Area, East Road), £6.00*
- o) Wave Utilities: Cemetery Water Supply, £40.64 incl VAT*
- p) Sovereign: Basket swing, £5,864.94 incl VAT (Minute 24.70.4)*
- q) Biffa Waste: Cemetery Waste Collection (30th August 2024), £89.06 incl VAT (direct debit)*
- r) Staff Salary: Basic (September 2024), £1,103.70*
- s) Nest: Staff Pension (September 2024), £73.10 (direct debit)*
- t) Staff Salary: Adjustment (September 2024), £251.82
- u) Beebys: Contracted Grounds Maintenance (30th September 2024), £1967.07 incl VAT
- v) Biffa Waste: Cemetery Waste Collection (30th September 2024), £89.06 incl VAT (direct debit)
- w) Parish Online: Mapping software (annual), £108.00 incl VAT