

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 13th November 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.

- 24.129 APOLOGIES FOR ABSENCE: To receive and approve apologies for absence.
- 24.130 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 9th October 2024.
- 24.131 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS: None at date of publication.
- 24.132 COUNCILLOR VACANCIES: To consider any applications received for co-option of up to one councillor.
- 24.133 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.
- 24.134 GOVERNANCE:
 - 134.1 To note purchases made under delegated powers: None at date of publication.
 - 134.2 To note the Government's consultation on enabling remote attendance and proxy voting at local authority meetings and to consider any comments from NPC.
 - 134.3 To note PCC have launched an updated online councillor complaints process.
- 24.135 PLANNING:
 - 135.1 To consider Application 24/01307/LBC: Single and three-storey side extensions, and internal alterations including: removal of staircase, re-opening doorway, re-roofing and structural repairs, and new flooring, below ground services, insulation and panelling, Northborough Manor Lincoln Road.
 - 135.2 To consider Application 24/01345/HHFUL: First floor rear extension and alterations to existing, 5 Castle Drive.
 - 135.3 To note Application 24/01128/WCPP: Variation of condition C2 (plans) pursuant to planning permission 22/00240/FUL, Land adjacent to 4 Church Farm Mews has been permitted.
 - 135.4 To note Application 24/01208/HHFUL: Remove existing conservatory and construct Orangery, 11 The Pingle has been permitted.
 - 135.5 To note Application 24/01257/CTR: T.1 Ash multi-stemmed (red mark) – Create pollard, as necessary, T.2 Purple Leaved Plum and T.3 Beech (yellow marks) – Reduce and reshape, as

considered necessary, 44 Church Street has been permitted.

135.6 To note applications received after the publication of the Agenda.

24.136 VILLAGE AMENITIES, MAINTENANCE:

136.1 To review Councillors' actions.

136.2 To receive an update on the request to PCC for NPC to install 'Slow Down Hedgehog Area' signs.

136.3 To discuss residents' use of the Playing Field.

136.4 To consider a proposal to apply to the Woodland Trust's 'Free Trees for Schools and Communities' and to discuss quantities and locations for tree planting in Northborough Parish.

136.5 To note the new Remembrance bench has been installed outside of the Cemetery and the damaged bench on Old Lincoln Road has been replaced with the refurbished bench from outside of the Cemetery.

136.6 To receive a report from Cllr Dadge on the recent vandalism of the outdoor gym equipment on the Playing Field.

136.7 To confirm plans for temporary signage for the Green Burials area following the Burial's Committee meeting.

24.137 BIODIVERSITY, NATURE AND CLIMATE:

137.1 To receive an update on plans for the creation of the three new wildflower areas on the Playing Field.

137.2 To consider an offer from PECT to run a workshop for residents of Northborough regarding cutting carbon in homes and transport.

137.3 To consider a proposal to back a campaign to raise awareness about endangered hedgehogs during 2025.

24.138 COMMUNITY AND EVENTS:

138.1 To note Cambridgeshire Police is creating a new role of Road Safety Police Service Volunteer to expand and compliment on the work of Community Speed Watch, and Cllr Chiva and Cllr Parker-Brown have expressed an interest in the role.

138.2 To note the Peterborough Local Plan second call for sites closed on 4th October 2024 and no new sites have been submitted for Northborough Parish.

138.3 To discuss parking issues on roads around Northborough Primary School and school pick up and drop off times.

138.4 To consider Council news for inclusion in the January/February edition of the Village Tribune.

138.5 To note changes to the Village Tribune for 2025.

138.6 To receive an update from Cllr Chiva on proposed dates for upcoming Community Speed Watch events and to confirm participation.

24.139 FINANCE:

139.1 To approve the attached Schedule of Receipts and Payments.

139.2 To approve the financial reports for one month to 31st October 2024.

139.3 To review the 5-year capital plan.

139.4 To consider the draft budget for financial year 2025/26.

139.5 To approve the quotation for Village Christmas Tree in the sum of £360.00.

139.6 To consider a Community Grant Application from Save Our St Andrews for the Northborough and Deeping Gate OAP Christmas Dinner to be held on Thursday 12th December 2024.

139.7 To approve payment to Boston Seeds for the purchase of wildflower bulbs and seeds in the sum of £318.99.

139.8 To approve the Burials Committee recommendation to purchase shrubs, for planting over winter 2024 in the Cemetery, up to the sum of £150.00.

139.9 To approve the Burials Committee proposal to purchase ten grave vases from Easy Florist Supplies in the sum of £16.51 incl VAT.

24.140 REPORTS FROM COUNCILLORS AND CLERK:

140.1 To receive reports from Councillors.

140.2 To receive report from Clerk on items not covered elsewhere on the agenda.

140.3 External meetings, conferences, and training: To agree any Council representation, note upcoming

dates and receive reports:

- a) Parish Council Liaison meeting, held on Thursday 10th October 2024 at 6.00pm in The Council Chambers, Peterborough Town Hall and via Teams: To note meeting notes and presentation slides, and to received report.
- b) Northborough Community Association meeting, held on Wednesday 16th October 7.00pm in The Cromwell Suite, Northborough Village Hall: Report.
- c) Northborough Community Association meeting: Wednesday 20th November 7.00pm in The Cromwell Suite, Northborough Village Hall.
- d) NPC Working Party meeting: Monday 25th November 2024 at 7.00pm in Northborough Village Hall.
- e) John Clare Countryside conference: Tuesday 10th December 2024, 10.00am to 1.00pm at Peterborough University, Bishops Road.

24.141 CORRESPONDANCE RECEIVED:

- 141.1 To note invitation from for Mayor of Peterborough to a fundraising luncheon in aid of the Mayor's Charities on Saturday 14th December at the Holiday Inn, Peterborough.
- 141.2 To note invitation to The Deepings Practice Patient Participation Group' AGM on Tuesday 12th November 2024 at 6.30pm at The Deepings Practice, Market Deeping.

24.142 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 11th December 2024.

Abbreviations used in this Agenda:

NPC – Northborough Parish Council

PCC – Peterborough City Council

PECT – Peterborough City Environment Trust

Schedule of Receipts and Payments (24.139.1)

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) Burial fees: Memorial (new) £120.00

Payments:

- b) Lloyds Bank Plc: Monthly debit card fee (October 2024), £3.00 (autocard)*
- c) HP Instant Ink: Printer ink subscription (21st September), £11.99 incl VAT (autocard)*
- d) Staff Salary: Basic (October 2024), £1,094.46*
- e) Nest: Staff Pension (October 2024), £92.82 (direct debit)*
- f) Unity Trust: Service charge (October 2024), £5.40*
- g) Biffa Waste: Cemetery Waste Collection (30th September 2024), £59.38 incl VAT (direct debit)*
- h) Staff Salary: Adjustment (October 2024), £443.63
- i) HMRC: PAYE (October 2024), £186.03
- j) Biffa Waste: Cemetery Waste Collection (31st October 2024), £59.38 incl VAT (direct debit)*
- k) South Coast Flagpoles: Replacement flagpole lock, £91.96 incl VAT (Minute 24.125.4) (Autocard)
- l) Poppy Shop: 15no Lamppost poppies, £75.00 incl VAT (Minute 24.125.3) (Autocard)
- m) Beebys: Contracted Grounds Maintenance (31st October 2024), £1967.07 incl VAT