

Northborough Parish Council

Northborough & Deeping Gate Village Hall
Cromwell Close, Northborough, Peterborough, PE6 9DP
www.northborough-pc.gov.uk
clerk@northborough-pc.gov.uk 07713 194173

To All Members of the Council:

You are hereby summoned to attend a **Meeting of Northborough Parish Council** to be held on **Wednesday 11th December 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

Green burial area sign.

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.

- 24.143 APOLOGIES FOR ABSENCE: To receive and approve apologies for absence.
- 24.144 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 13th November 2024.
- 24.145 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS: None at date of publication.
- 24.146 COUNCILLOR VACANCIES: To consider any applications received for co-option of up to one councillor.
- 24.147 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.
- 24.148 GOVERNANCE:
 - 148.1 To note purchases made under delegated powers: None at date of publication.
 - 148.2 To approve amendment to staff salary standing order.
 - 148.3 To confirm meeting dates for 2025.
- 24.149 PLANNING:
 - 149.1 To consider Application 24/01535/CTR: Fell 3no. conifers and various bushes in front of derelict barn adjacent to 4 Church Street, 4 Church Street.
 - 149.2 To note Application 24/01496/PRIOR: Proposed agricultural barn, Manor Farm.
 - 149.3 To note Application 24/00964/HHFUL: Proposed two storey side extension, 19 Lincoln Road has been permitted.
 - 149.4 To note applications and decisions received after the publication of the Agenda.
- 24.150 VILLAGE AMENITIES, MAINTENANCE:
 - 150.1 To review outstanding maintenance and Councillors' actions.
- 24.151 BIODIVERSITY, NATURE AND CLIMATE:

- 151.1 To note PECT have confirmed the date for their workshop on barriers and potential solutions to cutting carbon in homes and transport and moving towards a cleaner and greener Peterborough as part of their Peterborough Accelerated Net Zero (PANZ) workshop as Thursday 16th January 2024 from 5.00pm in Northborough and Deeping Gate Village Hall.

24.152 COMMUNITY AND EVENTS:

- 152.1 To receive reports from the Christmas Light Switch-On event 2024.

24.153 FINANCE:

- 153.1 To approve the attached Schedule of Receipts and Payments.
 153.2 To approve the financial reports for one month to 30th November 2024.
 153.3 To approve the 5-year capital plan.
 153.4 To approve the budget and earmarked reserves for financial year 2025/26.
 153.5 To approve payment of invoice dated 20th November 2024 from Graytones Printers for printing of the Christmas 2024 event flyers in the sum of £43.75.
 153.6 To approve payment of invoice dated 22nd November 2024 from Boston seeds for bulbs and seeds in the sum of £265.83 plus VAT.
 153.7 To approve reimbursement of Christmas Event 2024 expenditure.
 153.8 To approve increase in staff pay by one salary pay point following annual appraisal.

24.154 REPORTS FROM COUNCILLORS AND CLERK:

- 154.1 To receive reports from Councillors.
 154.2 To receive report from Clerk on items not covered elsewhere on the agenda.
 154.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 a) Northborough Community Association meeting: Wednesday 20th November 7.00pm in The Cromwell Suite, Northborough Village Hall.
 b) John Clare Countryside conference: Tuesday 10th December 2024, 10.00am to 1.00pm at Peterborough University, Bishops Road.
 c) Northborough Community Association meeting, held on Wednesday 18th December 2024 at 7.00pm in The Cromwell Suite, Northborough Village Hall: Report.
 d) PECT run Peterborough Accelerated Net Zero (PANZ) workshop: Thursday 16th January 2025 at 5.00pm to 7.30pm in Northborough & Deeping Gate Village Hall.

24.155 CORRESPONDANCE RECEIVED:

- 155.1 To discuss consider email from Police Sergeant Andy Gladders regarding the re-introduction of Parish Council – Police meetings in Peterborough North.
 155.2 To discuss email from Environment & Climate Change, Peterborough City Council regarding available funding and the formation of a Climate Action Forum.

24.156 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 8th January 2025.

Abbreviations used in this Agenda:

PECT – Peterborough City Environment Trust

NPC – Northborough Parish Council

Schedule of Receipts and Payments (24.153.1)

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 (November 2024), £3.00 (autocard)*
- c) Post Office Ltd: postage stamps, £13.20 (autocard)*
- d) HP Instant Ink: Printer ink subscription (21st October), £11.99 incl VAT (autocard)*
- e) Staff Salary: Basic (November 2024), £1,094.46*
- f) Unity Trust: Service charge (November 2024), £6.00*
- g) Boston Seeds: Bulbs, £318.99 incl VAT (Minute 24.139.7)
- h) Biffa Waste: Cemetery Waste Collection (30th November 2024), £59.38 incl VAT (direct debit)
- i) Beebys: Contracted Grounds Maintenance (31st November 2024), £1967.07 incl VAT
- j) HMRC: PAYE (November 2024), £186.03
- k) Staff Salary: Adjustment (November 2024), £283.07
- l) Staff Salary: adjustment (October 2024: £3.30