

Northborough Parish Council

Northborough & Deeping Gate Village Hall
Cromwell Close, Northborough, Peterborough, PE6 9DP
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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 8th January 2025** 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.

- 25.1 APOLOGIES FOR ABSENCE: To receive and approve apologies for absence.
- 25.2 TO CONFIRM MINUTES OF PREVIOUS MEETING, HELD ON Wednesday, 11th December 2024.
- 25.3 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS: None at date of publication.
- 25.4 COUNCILLOR VACANCIES: To consider any applications received for co-option of up to one councillor.
- 25.5 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.
- 25.6 GOVERNANCE:
 - 6.1 To note purchases made under delegated powers: None at date of publication.
 - 6.2 To confirm date of the Annual Parish Meeting for 2025.
- 25.7 PLANNING:
 - 7.1 To note Application 24/01345/HHFUL: First floor rear extension and alterations to existing, 5 Castle Drive has been withdrawn by the applicant.
 - 7.2 To note Application 24/01306/HHFUL and Application 24/01307/LBC: Single and three-storey side extensions, and internal alterations including: removal of staircase, re-opening of doorway, re-roofing and structural repairs, and new flooring, below ground services, insulation and panelling at Northborough Manor, Lincoln Road has been permitted.
- 25.8 VILLAGE AMENITIES, MAINTENANCE:
 - 8.1 To review outstanding maintenance and Councillors' actions.
- 25.9 BIODIVERSITY, NATURE AND CLIMATE:
 - 9.2 To receive an update on bulb planting and the new wildflower areas on the playing field.
- 25.10 COMMUNITY AND EVENTS:

- 10.1 To agree plans for the PECT Workshop on Net Zero Barriers and Opportunities to be held on Thursday 16th January 2025.

25.11 FINANCE:

- 11.1 To approve the attached Schedule of Receipts and Payments.
- 11.2 To approve the financial reports for one month to 31st December 2025.
- 11.3 To approve a payment of Chair's allowance for Cllr Dadge.
- 11.4 To consider quotation from Beebys in the sum of £75.00 plus VAT for the removal of the bike ramp on the playing field.
- 11.5 To approve payment invoice dated 20th December 2024 from The Village Tribune for editorial contributions for 2025 in the sum of £300.00.
- 11.6 To approve increase in staff pay by one salary pay point following the annual appraisal.
- 11.7 To approve payment of invoice dated 29th December 2024 from Nunton Christmas Trees for the 2024 Village Christmas Tree in the sum of £360.00.
- 11.8 To approve reimbursements for receipts for the Christmas Event 2024.

25.12 REPORTS FROM COUNCILLORS AND CLERK:

- 12.1 To receive reports from Councillors.
- 12.2 To receive report from Clerk on items not covered elsewhere on the agenda.
- 12.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Northborough Community Association meeting, held on Wednesday 18th December 2024 at 7.00pm in The Cromwell Suite, Northborough Village Hall: Report.
 - b) Northborough Community Association meeting: Wednesday 15th January 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - c) PECT run Peterborough Accelerated Net Zero (PANZ) workshop: Thursday 16th January 2025 at 5.00pm to 7.30pm in Northborough & Deeping Gate Village Hall.

25.13 CORRESPONDANCE RECEIVED:

- 13.1 To note email from the Office of the Police and Crime Commissioner announcing the launch of the new Police and Crime Plan for Cambridgeshire and Peterborough.
- 13.2 To note PCC's new Parish Charter.
- 13.3 To discuss email from PCC regarding Net Zero Villages Funding for Peterborough villages.
- 13.4 To discuss email received from Glinton Parish Council regarding the Peterborough Local Plan's three-year extension.

25.14 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 12th February 2025.

Abbreviations used in this Agenda:

PECT – Peterborough City Environment Trust

PCC – Peterborough City Council

Schedule of Receipts and Payments (25.11.1)

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 (additional inscription), £90.00

Payments:

- b) Lloyds Bank Plc: Monthly debit card fee (December 2024), £3.00 (autocard)*

- c) Post Office Ltd: postage stamps, £13.20 (autocard)*
- d) HP Instant Ink: Printer ink subscription (21st November), £23.99 incl VAT (autocard)*
- e) Staff Salary: Basic (December 2024), £1,094.66*
- f) Unity Trust: Service charge (December 2024), £6.00*
- g) Biffa Waste: Cemetery Waste Collection (30th November 2024), £59.38 incl VAT (direct debit)*
- h) Nest Pensions: December 2024, £76.08 (direct debit)*
- i) HMRC: PAYE (December 2024), £85.70
- j) Staff Salary: Adjustment (December 2024), £283.07