

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 10th September 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.

- 25.108 APOLOGIES FOR ABSENCE: To receive and approve apologies for absence.
- 25.109 TO APPROVE THE MINUTES OF THE MEETING, HELD ON 9th July 2025.
- 25.110 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS: None at date of publication.
- 25.111 COUNCILLOR VACANCIES: To consider any applications received for co-option of up to one councillor.
- 25.112 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.
- 25.113 GOVERNANCE:
 - 113.1 To note purchases made under delegated powers: None.
- 25.114 PLANNING:
 - 114.1 To consider Application 25/1034/CTR: Sycamore – Fell, 44 Church Street.
 - 114.2 To note applications and decisions received after the publication of the Agenda.
 - 114.3 To receive any update on the on the Peterborough Local Plan following the consultation.
- 25.115 VILLAGE AMENITIES, MAINTENANCE:
 - 115.1 To review outstanding maintenance and Councillors' actions.
 - 115.2 To receive a report on the installation of the hedgehog signs.
 - 115.3 To receive an update on installation of the new Vehicle Activated Speed sign on Church Street.
 - 115.4 To note the Environment Agency, its contractors or the Internal Drainage Board has carried out maintenance in the Parish over the Summer months.
 - 115.5 To note a letter from PCC concerning a complaint received regarding noise nuisance from speakers during football training and that Glinton and Northborough Football Club have been informed.
 - 115.6 To note the planter on Deeping St James Road has been 'adopted' by two residents.
 - 115.7 To note that a resident reported that the unofficial 'bike ramp' on the Playing Field has been modified with the removal of grass, and following inspection by NPC it was discovered that tree

roots have been dug up and a hole at the top of the ramp requires filling in; to agree and further action required.

- 115.8 To note the report from PCC that the bases of the outdoor gym equipment on the Playing Field have become loose in the ground following dry weather and were cordoned off by PCC pending repair, to note NPC action to date and to agree further action.
- 115.9 To note that PCC have approved works to cut back the low hanging branches on a tree opposite the entrance to the Village Hall and are in the process of issuing a works order. .
- 115.10 To note that the trees on the east end of Church Street have been cut back but appear to have been damaged and the Clerk has contacted PCC to clarify if PCC carried out the works and if more is planned.
- 25.116 BIODIVERSITY, NATURE AND CLIMATE:
 - 116.1 To note that a resident has requested an update as to when the trees will be replanted on the strip of PCC owned land at the rear of Northborough Primary School.
 - 116.2 To note that Northborough Primary School have reported that saplings were planted on the strip of NPC owned land at the rear of Northborough Primary School to replace the previously removed trees, however due to the dry weather they were largely unsuccessful; the school has applied for larger saplings for future planting.
 - 116.3 To discuss Northborough Primary School's invitation to discuss continuing use of the strip of land, surveying, maintenance and liabilities.
- 25.117 COMMUNITY AND EVENTS:
 - 117.1 To receive an update on the Anglian Water works in Church Street.
 - 117.2 To receive an update on the application for the temporary road closure of East Road for the Christmas Light Switch On 2025.
 - 117.3 To receive an update on the suitability of the Christmas Tree offered as a donation by a resident for the Christmas 2025 festivities and to consider acceptance of the donation.
 - 117.4 To consider content for the NPC contribution to the November/December 2025 edition of the Village Tribune.
- 25.118 FINANCE:
 - 118.1 To approve the attached of Receipts and Payments.
 - 118.2 To approve the financial reports for two months to 31st August 2025.
 - 118.3 To consider quotations to fell the dead birch tree on the green area next to the pumping station on Church Street.
 - 118.4 To consider a proposal to replace the birch tree (Item 25.118.3) with a fruit tree up to a purchase price of £75.00 ex VAT, and to note that the type, size and location of the fruit tree would need to be agreed with PCC Trees Officer prior to planting.
 - 118.5 To discuss expenditure and projects for 2026/27 ahead of the first draft of the 2026/27 budget.
 - 118.6 To consider the proposed Peterborough Net Zero Final Grant Agreement and receive a report from Cllr Dadge.
 - 118.7 To consider a proposal to replace the 'mushrooms' play equipment in the children's play area.
 - 118.8 To consider a proposal to install a memorial plaque in memory of former Councillor Malcolm Spinks on the bench that will be installed on Clare Road including quotation and to agree the wording.
 - 118.9 To approve the purchase of replacement adult defibrillator pads for installation in the cabinets at the Village Hall and on East Road in the sum of £129.00 plus VAT each, and the purchase of a replacement paediatric pad for installation in the cabinet at Northborough Primary School in the sum of £114.00 plus VAT; totalling £372.00 plus VAT.
 - 118.10 To approve CAPALC training courses for Cllr Thomas: Chairmanship training in the sum of £50.00 and Finance for Councillors in the sum of £35.00.
 - 118.11 To approve CAPALC Councillor training for Cllr Parker-Brown in the sum of £75.00.
 - 118.12 To consider payment of invoice from Eyelid Productions dated 28th August 2025 in the sum of £100.00 for annual website support.
 - 118.13 To consider renewal of the Grounds Maintenance contract for one year from 1st October 2025.
- 25.119 REPORTS FROM COUNCILLORS AND THE CLERK:
 - 119.1 To receive reports from Councillors.

- 119.2 To receive report from Clerk on items not covered elsewhere on the agenda.
- 119.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Northborough Community Association meeting, held on Wednesday 16th July 2025 and Wednesday 20th August 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - b) John Clare Countryside Northeast Parish Cluster meeting: Thursday 4th September from 2.00pm to 4.00pm in Maxey Village Hall.
 - c) Northborough Community Association meeting, to be held on Wednesday 17th September 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - d) NPC Working Group meeting, to be held on Monday 22nd September 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - e) Peterborough Parish Liaison meeting, 23rd September 2025 at 7.00pm in the Conference Room at Sand Martin House.

25.120 CORRESPONDANCE RECEIVED:

- 120.1 To note an invitation from The Deepings Practice Patient Participation Group to a Question and Answer Forum to be held on Friday 17th October 2025 at 1.00pm to 2.00pm in The Meeting Room at The Deeping Practice.
- 120.2 To note a complaint received on 1st August 2025 regarding burials and action taken, and to discuss the findings of the internal investigation and to agree NPC action.
- 120.3 To consider correspondence from a resident on 1st September 2025 regarding parking on East Road and to agree any NPC action.

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

Abbreviations used in this Agenda:

PCC – Peterborough City Council

NPC – Northborough Parish Council

CAPALC – Cambridgeshire and Peterborough Association of Local Councils

Schedule of Receipts and Payments (25.118.1)

Items marked * were paid prior to the meeting as per the agreed regular payments list (Minute 25.15.1), 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) Cemetery fees: Deed of Exclusive Rights of Burial (two), £500
- b) Cemetery fees: Deed of Exclusive Rights of Burial, £500

Payments:

- c) Lloyds Bank Plc: Monthly debit card fee (July 2025), £3.00 (autocard)* 136.48
- d) Staff salary adjustment: June 2025, £53.28*
- e) CAPALC: Councillor training (Cllr Sloan), £75.00 (Minute 25.xxxx)*
- f) Beebys: Contracted Grounds Maintenance (June 2025), £2085.09 incl VAT*
- g) Staff Salary: Basic pls overtime(July 2025), £1381.49*
- h) Unity Trust: Service charge (July 2025), £6.00*
- i) Lloyds Bank Plc: Monthly debit card fee (August 2025), £3.00 (autocard)* £74.27
- j) HMRC: PAYE (July 2025), £157.85
- k) Nest Pensions: July 2025, £77.31 (direct debit)*
- l) Staff Salary: Basic (August 2025), £1357.16* 1050 + 185.23 + 146.26
- m) Unity Trust: Service charge (August 2025), £6.00*
- n) Biffa Waste: Cemetery Waste Collection (31st July 2025), £101.09 incl VAT (direct debit)*
- o) Biffa: 31st August 2025, £67.39 incl VAT

AGENDA

Northborough Parish Council

- p) Staff salary adjustment: July 2025, £53.28
- q) Staff salary adjustment: August 2025, £TBC
- r) Beebys: Contracted Grounds Maintenance (August 2025), £2085.09 incl VAT
- s) HMRC: PAYE (August 2025), £TBC
- t) SLCC: Annual Membership: £TBC