Northborough Parish Council

Northborough & Deeping Gate Village Hall
Cromwell Close, Northborough, Peterborough, PE6 9DP
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AGENDA

Northborough Parish Council

To All Members of the Council:
You are hereby summoned to attend a **Meeting of Northborough Parish Council** to be held on **Wednesday 12th November 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

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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.

25.136 APOLOGIES FOR ABSENCE: To receive and approve apologies for absence.

25.137 TO APPROVE THE MINUTES OF THE MEETING, HELD ON 8th October 2025.

25.138 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS: None at date of publication.

25.139 COUNCILLOR VACANCIES: To consider any applications received for co-option of up to one councillor.

25.140 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.

25.141 GOVERNANCE:
- 141.1 To note purchases made under delegated powers: None at date of publication.
- 141.2 To agree the date of the Annual Parish Meeting 2026.

25.142 PLANNING:
- 142.1 To note Application 35/01129/HHFUL: Proposed rear extension, 31 Granville Avenue has been permitted. 23/10/2025.
- 142.2 To note applications and decisions received after the publication of the Agenda.

25.143 VILLAGE AMENITIES, MAINTENANCE:
- 143.1 To review outstanding maintenance and Councillors' actions.
- 143.2 To note maintenance of the green area, East Road, strimming of the wildflower areas and maintenance of the Cemetery hedges is due to take place on Thursday 6th November 2025.
- 143.3 To note the Local List of Heritage Assets In Peterborough list 2025, and that many of the properties put forward by NPC some years ago are now included.
- 143.4 To note the dead Birch tree on Church Street will be felled on 26th November 2025.

25.144 BIODIVERSITY, NATURE AND CLIMATE: None at date of publication.

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25.145 COMMUNITY AND EVENTS:

145.1 To receive an update on the Anglian Water works in Church Street.

145.2 To discuss and review plans and actions for the Christmas Light Switch On event to be held on Sunday 30th November 2025.

25.146 FINANCE:

146.1 To approve the attached Schedule of Receipts and Payments.

146.2 To approve the financial reports for one month to 31st October 2025.

146.3 To consider a proposal to replace the birch tree on the green area, Church Street 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 tree would need to be agreed with PCC Trees Officer prior to planting.

146.4 To consider the 2026/27 draft budget and to agree any amendments.

146.5 To review the 5-year capital plan and to agree any amendments.

146.6 To consider a proposal including quotations to repair the overflow carpark.

146.7 To note the Scribe Accounts subscription fee will increase by a sum of £8.20 per month from 1st April 2025.

146.8 To consider a quotation from Glasdon UK Ltd for a bench for installation on the playing field (Item 25.132.13) in the sum of £666.20 excl. VAT and to agree a budget for installation materials.

146.9 To approve a quotation from AM Kreative Media Ltd for the printing and delivery of the Christmas Light Switch On flyers in the sum of £120.00 excl. VAT.

146.10 To approve the cost of for the Choir performing at the Christmas Light Switch On event in the sum of £50.00.

146.11 To agree the budget for the Christmas Light Switch on event.

25.147 REPORTS FROM COUNCILLORS AND THE CLERK:

147.1 To receive reports from Councillors.

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

147.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:

a) Northborough Community Association meeting, to be held on Wednesday 15th October 2025 at 7.00pm in The Cromwell Suite, Northborough and Deeping Gate Village Hall.

b) Northborough Community Association meeting, to be held on Wednesday 17th November 2025 at 7.00pm in The Cromwell Suite, Northborough and Deeping Gate Village Hall.

c) Northborough Community Association AGM, to be held on Wednesday 19th November 2025 at 7.00pm in Northborough and Deeping Gate Village Hall.

d) NPC Working Group meeting, to be held on Monday 24th November 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.

25.148 CORRESPONDANCE RECEIVED: None.

25.149 NEXT MEETING: To confirm date of the next Council meeting as Wednesday 10th December 2025.

Abbreviations used in this Agenda:
NPC – Northborough Parish Council
PCC – Peterborough City Council

Schedule of Receipts and Payments (25.146.1)

Items marked * were paid prior to the meeting as per the agreed regular payments list (Minute 25.15.1), as a statutory obligation5, 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: None.

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Payments:

a) Lloyds Bank Plc: Monthly debit card fee (2nd October 2025), £3.00*
b) HP Instant Ink UK: Ink subscription (24th September 2025), £13.49 incl VAT (autocard)*
c) Signomatic: Memorial plaque (29th September 2025), £23.77 incl. VAT (autocard)*
d) Staff Salary: Basic (October 2025), £1357.16*
e) Unity Trust: Service charge (October 2025), £6.00*
f) Nest Pensions: October 2025, £87.91 (direct debit)*
g) Biffa Waste: Cemetery Waste Management (31st August 2025), £67.39 incl. VAT
h) Staff salary adjustment: October 2025, £157.71
i) HMRC: PAYE (October 2025), £222.66
j) Beebys: Contracted Grounds Maintenance (October 2025), £2085.09 incl VAT
k) Biffa Waste Services Limited: Cemetery waste management (31st October 2025), £67.39 incl. VAT
l) SLCC: Annual Membership: £188.00