

**Minutes of the Meeting of Northborough Parish Council
held on Wednesday 8 November 2017 at 7.00pm in Northborough Village Hall**

Present:

Councillors: R Chiva, J Dadge (Chairman), M Spinks, B Spriggs & T Palmer

Clerk: A Benfield (Acting Clerk)

Others:**Absent:****118/17 ELECTION OF CHAIRMAN FOR THE REMAINDER OF THE CIVIC YEAR**

Due to the resignation of the previous Chairman of the Council from the Council it was necessary to appoint a new Chairman for the remainder of the Civic Year.

The current Vice Chairman, Cllr Dadge was proposed and seconded and with no further nominations it was,

Resolved That Cllr Dadge is elected as Chairman for the remainder of the Civic year

119/17 ELECTION OF VICE CHAIRMAN FOR THE REMAINDER OF THE CIVIC YEAR

Due to the election of the Vice Chairman to the post of Chairman for the remainder of the Civic year it was necessary to appoint a new Vice Chairman.

Cllr Spinks was proposed and seconded and with no further nominations it was,

Resolved That Cllr Spinks is elected as Vice Chairman for the remainder of the Civic year

120/17 DECLARATIONS OF INTEREST

No declaration of interest were given for any items on the agenda

121/17 APOLOGIES FOR ABSENCE

No apologise for absence were received

Resolved 121.1 That the resignations of Alex Pickering and Lyn Steen are noted

122/17 CO-OPTION

No applications for co-option on the Council had been received

123/17 PUBLIC PARTICIPATION

No members of the public attended the meeting

124/17 MINUTES

The minutes of the meetings held on 11 October 2017 were confirmed as a correct record and signed by the Chairman of the meeting

Following a request for an update, the Clerk confirmed that an email had been sent to PCC as resolved at item 110.2. She committed to forward the communication to Cllrs as requested following the meeting.

Cllr Palmer requested Council approval to attend the Planning Dept of PCC on behalf of Northborough Parish Council to discuss matters of concern to him relating to the vehicle crossover that has been created on East Road. This was declined, and it was made clear to Cllr Palmer that should he choose to do so it would be a resident of the village not a Parish Councillor.

125/17 FOOTPATH FORUM

No update on the Footpath Forum was provided

126/17 POLICE REPORT

The information in the report was noted with comment made that once again Northborough was not included showing that no crimes in the village had been reported during the previous month.

127/17 PLANNING

Consideration was given to the following applications: -

Chairman's
Initials

VS

022

17/01919/HHFUL: Single storey rear extension with a flat roof at 2 Crowson Crescent Northborough Peterborough

Resolved 127.1 That the following comment should be made: Although not objecting to the proposed development Members request that the LPA are mindful of the length of the extension in the garden.

17/01977/HHFUL: Single storey rear extension, raise ridge to form loft conversion with rear dormer at 49 Church Street Northborough Peterborough PE6 9BN

Resolved 127.2 That the following comment should be made: Northborough Parish Council object to the proposed development as it is not in keeping with other properties in the street and is adjacent to the conservation area.

17/01866/LBC: Replace existing front door with a solid oak door at 10 Church Street Northborough Peterborough PE6 9BN

Resolved 127.3 No comments to be made

17/02003/HHFUL: Construction of ground floor front extension at 24 Claypole Drive Northborough Peterborough PE6 9DW

Resolved 127.4 No comments to be made

128/17 Neighbourhood Plan

It was noted that this item was deferred to the December meeting

129/17 PLAY AREA

Cllr Spinks commented that he had no comments to make

Resolved That the verbal report is received and noted

130/17 DEFIBRILLATOR

Cllr Spinks commented that everything was currently in order.

The Acting Clerk confirmed she would investigate the price of signs for mounting above each unit noting the sponsorship of the Parish Council.

131/17 POLICIES AND PROCEDURES

The Acting Clerk committed to provide an update at the next meeting.

132/17 KEY MAN INSURANCE

It was noted that this item was deferred to the December meeting

133/17 CEMETERY AND OPEN SPACE MAINTENANCE

It was confirmed that Cllr Chiva was preparing an undated specification for consideration at the next meeting

It was noted that former Cllr Mrs Sleet had agreed to continue to act in conjunction with the Clerk on all matters relating to internments at the cemetery.

Resolved That the continued support from former Cllr Sleet on all matters relating to internments at the cemetery is noted with much thanks.

134/17 BANK RECONCILIATION

No bank reconciliation was presented.

135/17 Budget Report

Resolved That the Budget Report up to 30 October 2017 is received and noted

136/17 ORDERS FOR PAYMENT

The following orders for payment were presented -

Salaries & HMRC

£235.68

Wallbanger Ltd - Clerking Service - Oct

£776.40

M G Landscapes - Sept & Oct

£651.30

Chairman's
Initials

NSD

023

CPRE – Planning training	£40.00
A Benfield - Expenses	£20.83
Beaspoak – Church gate 50% deposit	£1260.00

Resolved That the Orders for Payment as presented are approved

137/17 CHURCH GATE

Members noted the concerns that had been raised by the Church Warden and Vicar of the Church for some months regarding the dangerous state of the existing gate. Considering point 11.2(d) in Financial Regulations it was agreed unanimously to proceed to place the order with Beaspoak Timber frames without sourcing any additional quotations.

Resolved That due the very poor state of the current gate and the concerns on health and safety grounds the single quotation from Beaspoak Timber Frames for £2,100 should be accepted and the order placed as soon as possible with a request that installation takes place as soon as practicable, taking into account manufacture time.

138/17 MATTERS FOR INFORMATION –

It was noted that the Clerk had not carried out any action between meetings other than standard administrative matters

It was noted that the arrangement for the 2017 village Christmas Tree light switch on event scheduled for 2 December was in hand with former Cllrs Sleet and Steen continuing with the organisation.

Resolved That the continued support from former Cllrs Sleet & Steen for this important village event is noted with much thanks.

It was requested that an item is included on the next agenda to consider the establishment of a community grant fund

139/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting

Resolved That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting

140/17 STAFFING MATTERS

The applications for the post of Parish Clerk received were reviewed by those Members present. It was agreed that all those who had applied should be invited to attend interviews

Resolved 140.1 That 5 applicants should be invited to attend an interview for the position of Parish Clerk to Northborough Parish Council
That the interviews should be held in the Village Hall on 2 December with the Chairman, Vice Chairman and Acting Clerk in attendance.

141/17 VILLAGE HALL LEASE USE AND CORPORATE USE OF PLAYING FIELD

The Chairman commented that a productive meeting had been held between himself, Cllr Spinks and representatives of the Village Hall Committee recently and that agreement had been reached on a number of matters. He commented that he was hopeful that a positive forward relationship could be formed. A meeting was to be arranged to consider draft proposals and costings for fencing and hard and soft landscaping on land south and east of village hall.

It was noted that Cllr Chiva was still working on the new lease for agreement and this should be ready for discussion with the Committee shortly.

It was agreed that a meeting with the football club was needed but that in the meantime some work should be undertaken on pitch rental costs in the area and that a schedule of matches is requested.

Resolved 141.1 That the verbal report from the Chairman regarding the meeting with the Village Hall Committee representatives is received and noted
141.2 That the Chairman and Vice Chairman continue discussions with Village Hall Committee

Chairman's
Initials
JSP

- 141.3 That the new lease agreement is included on the next meeting agenda for further consideration
- 141.4 The cost of football pitch rentals in the area are sought
- 141.5 The football club are requested to submit a match fixtures list

142/17 VILLAGE SIGN

It was noted that this item was deferred to the January meeting for further consideration

143/17 PORTALS

It was noted that this item was deferred to the January meeting for further consideration

144/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC

Resolved That the confidential business having been concluded, the Press and Public be re-admitted to the meeting

Signed:  Dated: 10.1.18

Chairman