

Northborough Parish Council

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Minutes of a Meeting of Northborough Parish Council
held on **Wednesday 13th November 2019** from **7.00pm**

DRAFT MINUTES TO BE APPROVED AT THE NEXT MEETING

19.125 **PRESENT:** Chair John Dadge, Vice Chair Malcolm Spinks, Councillors Emma Watts, Brian Spriggs, Rob Chiva **IN ATTENDANCE:** Clerk Catherine Franks, Invited speakers Henry Clark, Sally Ann Jackson
19.126 **APOLOGIES FOR ABSENCE:** Councillor Steve Milne, Northborough Community Association members Lyn Steen, Jessie Phillips (ref 19.125)

19.127 **COUNCILLOR VACANCIES:** No applications received, co-option carried forward

19.128 **DECLARATIONS OF INTEREST:** None

19.129 **MINUTES OF THE PREVIOUS MEETING, held on Wednesday, 9th October 2019** were confirmed as a true record and signed by the Chair

19.130 **PUBLIC FORUM** – No public in attendance

19.131 REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS

Henry Clark and Sally Ann Jackson, representing Northern Footpath Forum provided narrative and maps describing the current status of the planned footbridge across the River Welland. Sally Jackson outlined the project, founded in 2008, to link villages without car use being necessary. A 7.5mile walk was required from Peakirk to Deeping Lakes and some people used the existing rail bridge to cross the river. £10k had been spent on extensive investigative and application work against many obstacles but with all permissions now in place the forum was seeking support for fulfilment of project, with expected cost of around £250k. Buy-in from as many organisations as possible would help with funding applications. A request for a letter of support from the parish council was Approved and invited speakers left the meeting (19:25)

19.132 TO RECEIVE REPORTS FROM COUNCILLORS AND CLERK:

- 132.1 Update on resolutions from previous meetings - None
- 132.2 *Police and crime* - Clerk reported an anti-social behaviour order had banned a man from entering Ashton but Police had advised he was still active in the area, specifically around Glington. Any criminal or anti-social behaviour to be reported to the Police on 101.
- 132.3 *Speedwatch* – four successful sessions now carried out, with surprise expressed at how fast some drivers were travelling. Sessions to continue once evenings were lighter, all data now being submitted to the Police as required.
- 132.4 Update on projects not included elsewhere on the agenda - None
- 132.5 External meetings, conferences and training, reports from:
 - a) Chair, on attendance at Peterborough Parish Conference.
 - b) Cllr Chiva, on Langdyke Trust Annual General Meeting.

19.133 **PLANNING** - None

19.134 EVENTS:

- 134.1 *Christmas Celebrations* – all action in progress as per agreed schedule. Tree to be erected

Friday 29th November, lights switch-on at 5pm Sunday 1st December.
134.2 *VE Day Street Party* – no update

19.135 VILLAGE AMENITIES AND MAINTENANCE

135.1 Village Hall and Playing Field

- a) The instruction of Hunt & Coomb Solicitors to open a file for work on a review of the Village Hall lease was Noted. Expenditure of up to £500 on the work was Agreed, with initial client agreement signed by the Chair and Vice Chair.
- b) A proposal by the Vice Chair to remove self-seeded saplings from the field was Approved
- c) Picnic table refurbishment – progress with refurbishment of the first table was Noted and it was Agreed to continue as recommended by Cllr Milne, reclaiming the best wood from each table for repair of as many as possible.

135.2 Burial Grounds

- a) Clerk reported Verbal report on recent cemetery activity with several deed enquiries dealt with. No update on Burials Committee actions.
- b) A proposal by Cllr Chiva for plans to refurbish the churchyard footpath was delayed by lack of clarity over the Parochial Church Council (PCC)'s preference for materials. **ACTION – Clerk** to write to the PCC to request confirmed guidance so that plans can be finalised.

135.3 Other Green Space

- a) Renewal for three years from 1st April 2020 of the existing grounds maintenance contracts was Approved following confirmation of no price increase.
- b) Transfer of verge cutting responsibility to the parish council from Peterborough City Council was Approved in principle, subject to cost-neutral quote from contractor. It was noted and would be confirmed with Peterborough that this was for grass-cutting only and not for tree maintenance.
- c) Extension of the existing grounds maintenance contract to include verge cutting for three years from 1st April 2020 was Approved in principle subject to quote from contractor as per 19.135.3.b

135.4 Footpaths and Highways

- a) A complaint about flooding on Lincoln Road was Noted and had been reported to Highways Department
- b) A forthcoming meeting with Peterborough Highways about dangerous parking was Noted. School Head also invited due to the issues over pick-up/drop-off parking.
- c) Northern Footpath Forum – further to the presentation at 19.131, it was Agreed to issue a letter in support of the Welland Bridge project. **ACTION – Clerk**

19.136 CORRESPONDENCE

- 136.1 A complaint about flytipping on land behind 41-45 Church View was Noted as a private matter, with the problem being resolved
- 136.2 An email from Cambridgeshire County Council about Operation London Bridge was Noted. It was Agreed to purchase a Union flag.

19.137 FINANCE AND GOVERNANCE

137.1 The Financial Report of 31st October 2019 was Approved and signed

137.2 Money Received was Noted:

- a) Northborough Community Association: cleaning contract, October 2019, £355.74

137.3 Items Paid since the last meeting were Noted:

- a) Staff Pay and Expenses for September 2019, £1,359.70
- b) HMRC: Employee/Employer NI for September 2019, £0.58 (carry forward)
- c) Lloyds Bank plc: monthly debit card fee November, £3.00

137.4 Items for Payment were Approved:

- a) Richard Harding: Grounds Maintenance including playing field for October, £782.50
- b) Catherine Franks: Reimburse cost of new printer/scanner, £174.99 (Minute 19.123.4)
- c) SLCC: Charles Baker Local Council Administration Guide, £108.79
- d) Lyn Steen: reimburse expenses for Christmas Celebrations £127.55 (Minute 19.119)

- e) Lyn Steen: reimburse cost of Remembrance flag, £8.29
- f) A&M Print Ltd: printing of Christmas flyers, £74.40
- g) Viridor Waste Management Ltd: waste removal, £43.18
- h) Hunt & Coombs: due diligence checks and initial payment on account, £120.00

19.138 **DATE of the ANNUAL VILLAGE MEETING 2020** was Agreed as a Saturday in May and following the meeting confirmed by the Chair and Clerk as Saturday 30th May.

19.139 **EXCLUSION OF THE PRESS AND PUBLIC:** It was 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 next two items of business, the Press and Public (all) be excluded from the Meeting.

19.140 **COUNCIL RESOURCES:** A proposal by the Clerk on working practices and resourcing of the council was approved with amendments

19.141 **CLERK'S ANNUAL APPRAISAL AND SALARY REVIEW:** Clerk's performance appraisal had been carried out by the Chair and Vice Chair who considered that she had exceeded expectations in all areas. Their report was Noted and recommended review of salary Approved, proposed by Cllr Spinks, seconded by Cllr Chiva.

19.142 **RE-ADMITTANCE OF THE PRESS AND PUBLIC:** It was Resolved that the confidential business having been concluded, the Press and Public be re-admitted to the Meeting

19.143 **OTHER ITEMS:** Communications – discussion raised by Cllr Spinks to discuss responsibility for external communication routes, particularly that news didn't appear in the Village Tribune. Cllr Watts agreed to co-ordinate the council's contribution for each issue.

19.144 NEXT MEETING

144.1 The following item is listed for consideration at a future meeting:

- a) Confirmation of budget and precept for 2020/21 (December)

144.2 The date of the next Council meeting is noted as **Wednesday 11th December 2019, at 7.00pm**

Meeting closed 20:50