

Northborough Parish Council

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Northborough & Deeping Gate Village Hall,

Cromwell Close, Northborough, PE6 9DP

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Minutes of a Meeting of Northborough Parish Council held on Wednesday 9th October 2024 starting at 7.00pm, at Northborough Village Hall.

MEMBERS PRESENT: Councillors John Dadge (Chair), Malcolm Spinks, Steve Parker-Brown, Robert Chiva, Patricia Pearce and Mark Malcolm.

IN ATTENDANCE: Clerk Elinor Beesley.

PUBLIC FORUM: No members of the public present.

24.115 **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Cllr Thomas (previous commitment) and Cllr Fowkes (previous commitment).

24.116 **MINUTES OF THE PREVIOUS MEETING,** held on Wednesday 11th September 2024, were approved and signed as a true record by the Chair.

24.117 **REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS:** None.

24.118 **COUNCILLOR VACANCIES:** No applications received.

24.119 **DECLARATIONS OF INTEREST:** No declarations of interest were received and no written requests for dispensation for disclosable pecuniary interests were granted.

24.120 **GOVERNANCE:**

120.1 Members noted purchases made under delegated powers:

- a) HMRC: Land and Property search (Green Area, East Road), £6.00
- b) Amazon: Stationery and office supplies, £95.11.

120.2 Members **resolved** to approve the setting up of a direct debit for quarterly payments to Wave for the water supply to the Cemetery. **ACTION – Clerk.**

24.121 **PLANNING:**

121.1 Members considered Application 24/01200/CTR: T.1 – copper beech reduction by approximately 1.5metres, 36 Church Street and it was agreed that NPC has no objections.

121.2 Members considered Application 24/01138/HHFUL: Render front elevation (colour off-white), 14 Church Street and it was agreed that NPC has no objections.

121.3 Members considered Application 24/01221/HHFUL: Demolition of existing outbuilding and conservatory and erection of single storey rear extension with rendering of external wall and association works, 23 Castle Drive and it was agreed that NPC has no objections.

121.4 *To consider applications received after the publication of the Agenda:* None.

24.122 **VILLAGE AMENITIES AND MAINTENANCE:**

122.1 Members reviewed outstanding maintenance and Councillors' actions and agreed timings for completion of the some of the actions. **ACTION – Clerk** to send Cllr Pearce details of the Councillor training on Saturday 9th November 2024.

122.2 Members noted maintenance issues reported to PCC:

- a) Damaged step between Paradise Lane and Maxey Cut: the repair is due within three to six months from 27th September 2024. Members agreed that the broken step is a fall hazard and requires repair sooner than anticipated. **ACTION – Clerk** to raise concerns with PCC.
- b) Birch tree leaning towards a resident's property which may damage the boundary wall of a property if it were to fall, green area on the corner of Clare Road and Claypole Drive: PCC has reported that the tree is on private land. The Clerk reported that Fix My Street maps PCC

owned tress on the land. **ACTION – Clerk** to follow up with PCC.

- 122.3 Members discussed the issue of overgrown trees along the path between Church View and Claire Road. It was noted that the path is a public right of way and a number of years ago a consultation took place concerning de-commissioning footpath. As there were some objections to the closure this could not go ahead and PCC confirmed that land registry showed the footpath lies within the boundary of the adjacent properties on Clare Road, therefore the path is the responsibility of the Clare Road property owners. **ACTION – Clerk** to respond to the resident who raised concerns.
- 24.123 **BIODIVERSITY:**
- 123.1 Members agreed plans and discussed date(s) for the collection of seeds from the existing wildflower areas: volunteer members will collect the seeds on one weekend in October. **ACTION – Cllr Dadge** to organise via WhatsApp. **ACTION – Clerk** to instruct Beebys to strim the area, after the seed collection, and remove the cuttings.
- 123.2 Members considered dates for the creation of the three new wildflower areas on the Playing Field and receive an update on volunteers. The Clerk reported that one resident has volunteered their help for biodiversity projects. It was agreed that Cllr Dadge would arrange the date with PECT and Langdyke Countryside Trust. **ACTION – Cllr Dadge.** **ACTION – Clerk** to publicise the event once a date is agreed and ask for volunteers. **ACTION – Clerk** to order the seeds.
- 123.3 Members noted receipt of information about bushing and tree work due to take place along Maxey Cut in October 2024.
- 24.124 **COMMUNITY AND EVENTS:**
- 124.1 Members noted PC Stephen Main has been relocated to another area within the Peterborough Northern Neighbourhood Policing Team and contact details have been passed to the Clerk for the three PCs who are now points of contact. **ACTION – Clerk** to circulate contact details to members.
- 124.2 Members agreed NPC content for the November/December edition of the Village Tribune to suggest to Cllr Thomas who is drafting the article. **ACTION – Clerk** to forward suggestions to Cllr Thomas.
- 24.125 **FINANCE:**
- 125.1 Members **resolved** to approve the attached Schedule of Receipts and Payments.
- 125.2 Members **resolved** to approve the financial reports for one month to 30th September 2024.
- 125.3 Members **resolved** to approve a proposal to purchase fifteen lamppost poppies from the Royal British Legion Poppy Shop in the sum of £75.00 incl VAT. **ACTION – Clerk** to purchase.
- 125.4 Members **resolved** to approve a proposal to purchase a new flagpole lock from South Coast Flagpoles in the sum of £85.00 incl VAT. **ACTION – Clerk** to purchase.
- 24.126 **REPORTS FROM COUNCILLORS AND CLERK:**
- 126.1 *To receive reports from Councillors:* None.
- 126.2 Members received report from Clerk on items not covered elsewhere on the agenda:
- Planning Applications 24/01068/HHFUL and 24/1069/LBC: Increase the height of the main chimney stack (1.8m above ridge-line) and install a cowl, 1 Church Street has been permitted.
 - The new NALC website has been launched and Councillors are able to create their own accounts.
 - Correspondence has been received from a resident asking if NPC would consider installing 'Slow Down' signs warning motorists of hedgehogs. **ACTION – Clerk** to ask PCC if this is possible and include the item for consideration on the next Agenda.
- 126.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
- Local Plan Consultation Meeting to be held on Wednesday 11th September 2024 at 6.00pm at Peterborough Town Hall: Members noted presentation slides and received a report from Cllr Chiva: The new Governments Planning Policy Framework guidance provides for an allocation of 22,000 new homes by 2040 which includes approximately 100 per year for Peterborough.
 - Northborough Community Association, held on Wednesday 18th September 7.00pm in The Cromwell Suite, Northborough Village Hall: Cllr Dadge was unable to attend.
 - Parish Liaison Group Meeting, 6.30pm on Wednesday 2nd October 2024 via Zoom and in person, venue to be confirmed: This meeting was rescheduled to Thursday 10th October 2024.

- d) Parish Council Liaison, Thursday 10th October 2024 at 6.00pm in The Council Chambers, Peterborough Town Hall and via Teams. **ACTION – Clerk** to send details to Cllr Dadge and Cllr Chiva.
- e) Northborough Community Association, held on Wednesday 16th October 7.00pm in The Cromwell Suite, Northborough Village Hall: Cllr Dadge will be attending.
- f) NPC Working Party meeting to be held on Monday 28th October 2024 at 7.00pm in Northborough Village Hall.

24.127 CORRESPONDANCE RECEIVED:

- 127.1 The Deepings Practice Patient Participation Group: Members noted a copy of the questions and answers discussed at the meeting held on Wednesday 4th September 2024.
- 127.2 The Deepings Practice Patient Participation Group: Members noted the Newsletter.
- 127.3 Resident: Members discussed correspondence received, asking NPC to consider improving play equipment and activities on the Playing Field, in response to the letter delivered to residents of Castle Drive and Claypole Drive regarding the planned wildflower areas: Members agreed that the cost and area of available land make the possibility of the BMX track unlikely, and noted that outdoor gym equipment was installed in 2019 and the basket swing was installed in September 2024. **ACTION – Clerk** to enquire about the approximate costs for the installation of a BMX track and respond further to the resident.
- 127.4 PCC: Members noted correspondence regarding its Shaping Our City Consultation which asks people to comment on a draft revised Corporate Strategy and learn more about PCC's financial position by attending one of a number of schedule meetings.

24.128 **THE NEXT MEETINGS:** Members confirmed the date of the next Council meeting as Wednesday 13th November 2024.

There being no further business the Meeting closed at 8.02pm.

Approved as a true record of the meeting:  Chair, 13th November 2024

Abbreviations used in these Minutes:

NPC – Northborough Parish Council

PCC – Peterborough City Council

PECT – Peterborough City Environment Trust

SLCC – Society of Local Council Clerks

Schedule of Receipts and Payments (24.125.1)

Items marked * were paid prior to the meeting as per the agreed regular payments list (Minute 22.69.1), as a statutory obligation, 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) Unity Trust Bank: Interest, £340.49
- b) Burial fees: Interment (ashes), £300.00
- c) Burial fees: Interment (ashes), £150.00
- d) Burial fees: Interment (ashes) and gravedigging, £295.00
- e) PCC: Parish Precept (Second instalment), £22,876.00

Payments:

- f) GD Services: Grave digging fee, £145.00 (Minute 24.111.5)*
- g) Northborough Community Association: Community Grant, £207.00*
- h) Eyelid Productions Ltd: Website Support (Annual), £100.00*

- i) GD Services: Grave digging fee, £145.00 (Minute 24.111.5)*
- j) Lloyds Bank Plc: Monthly debit card fee (September 2024), £3.00 (autocard)*
- k) Amazon: Stationery and office supplies, £95.11 incl VAT (autocard)*
- l) HP Instant Ink: Printer ink subscription (21st August), £11.99 incl VAT (autocard)*
- m) HMRC: Land and Property search (Green Area, East Road), £6.00 (autocard)
- n) HMRC: Land and Property search (Green Area, East Road), £6.00 (autocard)
- o) Wave Utilities: Cemetery Water Supply, £40.64 incl VAT
- p) Sovereign: Basket swing, £5,864.94 incl VAT (Minute 24.70.4)*
- q) Biffa Waste: Cemetery Waste Collection (30th August 2024), £89.06 incl VAT (direct debit)*
- r) Staff Salary: Basic (September 2024), £1,103.70*
- s) Nest: Staff Pension (September 2024), £73.10 (direct debit)*
- t) Staff Salary: Adjustment (September 2024), £251.82
- u) HMRC: PAYE (September 2024), £70.72
- v) Beebys: Contracted Grounds Maintenance (30th September 2024), £1967.07 incl VAT
- w) Biffa Waste: Cemetery Waste Collection (30th September 2024), £59.38 incl VAT (direct debit)
- x) Parish Online: Mapping software (annual), £108.00 incl VAT
- y) David Ogilvie Engineering Ltd: Remembrance bench, £1917.60 (Minute 24.97.70*)
- z) SLCC: Membership (annual subscription), £188.00