

Northborough Parish Council

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Northborough Village Hall, Cromwell Close, Northborough, PE6 9DP

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Minutes of a Meeting of Northborough Parish Council held on Wednesday 10th January 2024
starting at 7.00pm, at Northborough Village Hall.

MEMBERS PRESENT: Councillors John Dadge (Chair), Malcolm Spinks (Vice-Chair), Steve Parker-Brown, Tracy Thomas, Graham Fowkes and Rob Chiva.

IN ATTENDANCE: Clerk Elinor Beesley

TWO MINUTES SILENCE in memory of former Councillor Brian Spriggs who sadly passed away on 29th December 2023. Councillors expressed sadness at the passing of friend and former Councillor Brian Spriggs and recognised the value he brought to both the Council and the Village.

PUBLIC FORUM: One member of the public was present who had made an application to be co-opted and was invited by the Chair to introduce herself to the Council.

24.1 **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Cllr Malcolm (work commitment).

24.2 **MINUTES OF THE PREVIOUS MEETING**, held on Wednesday 13th December 2023, were approved and signed as a true record by the Chair.

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

24.4 **COUNCILLOR VACANCIES:** One application had been received. The Council voted unanimously in favour, and it was **resolved** to co-opt Patricia Pearce, who signed the Declaration of Acceptance and joined the Council as Councillor Pearce at this point.

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

24.6 **GOVERNANCE:** None.

24.7 PLANNING:

- 7.1 Members noted Application 23/01689/WCPP: Variation of condition C2 (wording to show a new revised plan) of planning permission 22/00240/FUL, Land adjacent to 4 Church Farm Mews. It was agreed that NPC echoed the concerns raised by the PCC Conservation Officers and a nearby neighbour.

24.8 VILLAGE AMENITIES AND MAINTENANCE:

- 8.1 Members reviewed outstanding maintenance and Councillors' actions:
- a) Broadband in the Village – Cllr Thomas updated the Council on her research and informed NPC that an option that requires further investigation is the delivery of fibre broadband via overground cables.
 - b) Bench respraying – Two of the Village benches have been resprayed; the remaining two will be resprayed by Cllr Fowkes and Cllr Dadge.
 - c) Cllr Dadge reported that he submitted the Council's comments in response to the publication of the Local Plan's proposed sites for development.
- 8.2 Cllr Parker-Brown provided an update on behalf of the Play Equipment Working Party: Cllr Parker-Brown, Cllr Dadge and resident Clare Noble met with a representative from a play equipment provider on 14th December 2023 to discuss items that could be updated as well as options for new play equipment. The provider had since provided a quotation. Council discussed the quotation.

MINUTES

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ACTION – Clerk to contact PCC to find out if they are able to carry out maintenance on the roundabout, zip wire and the surfaces around the roundabout and basketball hoop. **ACTION – Clerk** to research funding options. **ACTION – Cllr Park-Brown and Cllr Fowkes** to obtain two additional quotations.

24.9 COMMUNITY AND EVENTS:

- 9.1 To agree the schedule of Speed Watch events for year 2024: **ACTION – Cllr Chiva** to bring the proposed schedule to the meeting on 14th February 2024 and to contact Ginton to arrange for the use of the equipment.
- 9.2 It was **resolved** in principle to hold a Beer and Food Village Festival in the Summer of 2024. **ACTION – Cllr Dadge** to discuss the option of holding the event on the same day as Northborough Community Association's planned event, at the NCA meeting on 16th January 2024, and to discuss dates with a view to NPC agreeing the event date at the meeting on 14th February 2024.
- 9.3 Members considered the invitation from the Northern Neighbourhood Policing Team to host a Ward Police Surgery on Thursday 7th March 2024. It was agreed to host the event. **ACTION – Clerk** to contact the Police to confirm.

24.10 FINANCE:

- 10.1 Members **resolved** to increase the Clerk's salary, from 1st December 2023, by one pay point as per contract.
- 10.2 Members **resolved** to approve the attached Schedule of Receipts and Payments.
- 10.3 Members **resolved** to approve the financial reports for one month to 31st December 2023.
- 10.4 Members considered the contribution to the Village Tribune for the year 2024 for listings and editorial. Council agreed that it understood that the charge for the year 2023 was a one-off charge. NPC discussed the requested payment for contact listings and editorial and Councillors had mixed views. **ACTION – Clerk** to contact the Village Tribune to discuss the requested payment.
- 10.5 Members considered quotations for the new bench. It was **resolved** to purchase the bench from Glasdon for the sum of £834.55 plus VAT. The cost includes a plaque, and it was agreed to dedicate the bench to the memory of Brian Spriggs. **ACTION – Cllr Spinks** to discuss the wording for the memorial plaque with the family of Brian Spriggs.
- 10.6 Members discussed the location of the new bench, and it was agreed to defer the decision until the meeting on 14th February 2024.

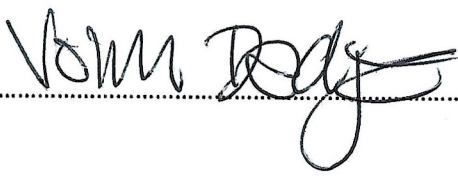
24.11 REPORTS FROM COUNCILLORS AND CLERK:

- 11.1 Reports from Councillors:
 - a) Unauthorised removal of trees on Parish Council land in Church View – Cllr Dadge reported that Northborough Primary School have agreed to replace the trees and will be working with PECT to do so.
 - b) Village Hall Car Park lighting – Cllr Dadge reported that PCC have agreed to trial a solar powered light head on their lamp post column at the entrance to the Car Park and he has obtained a quotation. **ACTION – Clerk** to add to next agenda to add the quotation to the next agenda for consideration by Council.
 - c) Location of the new speed sign on Church Street – Cllr Dadge reported he is waiting for a response from PCC regarding permission to install the new sign on a PCC road sign column.
- 11.2 Report from Clerk on items not covered elsewhere on the agenda: None.
 - a) The Clerk passed on thanks to NPC from Deepings Community Leisure Centre CIC for NPC's grant provision.
- 11.3 External meetings, conferences and training – to note upcoming dates and receive reports:
 - a) Peterborough City Council: Briefing on the proposed Local Plan, 6.00pm on 11th January 2024: Cllr Dadge confirmed he will be attending.
 - b) Northborough Community Association meeting, 7.00pm on 16th January 2024: Cllr Dadge will be attending.
 - c) NPC Working Group meeting, 7pm on 29th January. **ACTION – Clerk** amend booking with the Village Hall.

24.12 CORRESPONDANCE RECEIVED: None.

24.13 **DATE OF THE NEXT MEETING** was confirmed as **Wednesday 14th February 2024**.

There being no further business the Meeting closed at 8.30pm.

Approved as a true record of the meeting:  Chair, 14th February 2024

Abbreviations used in this Agenda:

NPC – Northborough Parish Council

PCC – Peterborough City Council

NCA – Northborough Community Association

PECT – Peterborough Environment

Schedule of Receipts and Payments (24.10.2)

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) Burial fees: Two Memorials (new), £240.00
- b) Burial fees: Two Grants, one Internment, £1300.00
- c) Burial fees: One Grant, One Internment, £400.00
- d) Unity Trust Bank: Interest, £299.49

Payments:

- e) Nest Pensions (December 2023), £73.03 (direct debit)*
- f) HP Instant Ink: Printer ink subscription (November 2023), £9.99 incl VAT (autocard)*
- g) Staff Salary: Basic December 2023), £1133.66*
- h) Lloyds Bank Plc: Monthly debit card fee (December 2023), £12.00 (autocard)*
- i) Unity Trust Bank: Service charge (October – December 2023), £18.00*
- j) Staff Salary Adjustment: December 2023, £210.72
- k) Beebys: Contracted Grounds Maintenance (December 2023), £1855.72
- l) Biffa Waste Cemetery Waste Collection (December 2023), £51.19 incl VAT (direct debit)
- m) Cloud Next: Domain renewal, £132.00 incl VAT (autocard)
- n) Microsoft Office: Annual subscription, £103.20 incl VAT (autocard)