

Northborough Parish Council

www.northborough-pc.gov.uk
Northborough & Deeping Gate Village Hall,
Cromwell Close, Northborough, PE6 9DP
clerk@northborough-pc.gov.uk 07713 194173

Minutes of a Meeting of Northborough Parish Council held on **Wednesday 8th January 2025** starting at **7.00pm**, at Northborough Village Hall.

MEMBERS PRESENT: Councillors John Dadge (Chair), Tracy Thomas (Vice-Chair), Graham Fowkes, Steve Parker-Brown, Patricia Pearce and Mark Malcolm.

IN ATTENDANCE: Clerk Elinor Beesley.

PUBLIC FORUM: None present.

- 25.1 **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Cllr Malcolm (personal) and Cllr Chiva (personal).
- 25.2 **MINUTES OF THE PREVIOUS MEETING**, held on Wednesday 11th December 2025: it was **resolved** to approve the minutes as a true record, and they were signed by the Chair.
- 25.3 **REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS:** Glinton and Castor Ward Cllr Neil Boyce was present. He reported that he has been appointed to PCC's Police and Crime Panel and that the Commissioner has allocated grants for rural areas for activities and projects such as increased patrols in rural areas and mobile CCTV and The Emergency Services will be visiting Arthur Mellows Village College to talk to year 9's about fire safety, anti-social behaviour and CPR. Cllr Thomas reported to Cllr Boyce that there is a prolific issue with fly tipping in the Parish and asked what could be done. Cllr Boyce explained that household waste centres are limiting the amount of waste accepted per household which is contributing to the problem and PCC are looking at ways to tackle fly tipping such as the use fly tipping cameras at 'hotspots'.
- 25.4 **COUNCILLOR VACANCIES:** No applications received.
- 25.5 **DECLARATIONS OF INTEREST:** No declarations of interest were received and no written requests for dispensation for disclosable pecuniary interests were granted.
- 25.6 **GOVERNANCE:**
 - 6.1 *To note purchases made under delegated powers:* None.
 - 6.2 *To confirm date of the Annual Parish Meeting for 2025:* It was agreed to defer this item to a future meeting until confirmation of the hall's availability has been received.
- 25.7 **PLANNING:**
 - 7.1 Members noted Application 24/01345/HHFUL: First floor rear extension and alterations to existing, 5 Castle Drive has been withdrawn by the applicant.
 - 7.2 Members noted Application 24/01306/HHFUL and Application 24/01307/LBC: Single and three-storey side extensions, and internal alterations including: removal of staircase, re-opening of doorway, re-roofing and structural repairs, and new flooring, below ground services, insulation and panelling at Northborough Manor, Lincoln Road has been permitted.
 - 7.3 Members noted decisions received after the publication of the Agenda:
 - a) Application 24/01496/PRIOR: Proposed agricultural barn, Manor Farm has been determined as prior approval not required.
 - b) Application 24/01535/CTR: Fell 3no. conifers and various bushes in front of derelict barn adjacent to 4 Church Street, 4 Church Street has been permitted.

25.8 VILLAGE AMENITIES AND MAINTENANCE:

- 8.1 Members reviewed outstanding maintenance and Councillors' action:



- a) Cllr Dadge reported that he has been invited to a meeting with the Headmaster of Northborough Primary School, the School's Arboricultural Consultant and the PCC Trees Officer to discuss tree works to the poplars by the Sunflower Seeds pre-school. Councillor Dadge will discuss tree planting at the school and confirmed that he will provide information regarding the Woodland Trust's Free Trees for Schools and Communities initiative.

25.9 BIODIVERSITY, NATURE AND CLIMATE:

- 9.1 Members received an update on bulb planting and the new wildflower areas on the playing field from Cllr Dadge who reported that bulbs have been planted in areas around the Village Hall and at the wildflower area on Claypole Drive. Cllr Dadge thanked all members who volunteered with the planting and reported that the creation of the new wildflower areas has been delayed due to an issue with the turf removing machinery and due to unsuitable weather.

25.10 COMMUNITY AND EVENTS:

- 10.1 *To agree plans for the PECT Workshop on Net Zero Barriers and Opportunities to be held on Thursday 16th January 2025:* It was agreed that the promotional material was received too close the planned date of the event for the event to take place. **ACTION – Clerk** to contact PECT to ask if the workshop can be postponed until the end of February at the earliest.

25.11 FINANCE:

- 11.1 Members **resolved** to approve the attached Schedule of Receipts and Payments.
 11.2 Members **resolved** to approve the financial reports for one month to 31st December 2024.
 11.3 *To approve a payment of Chair's allowance for Cllr Dadge:* It was agreed to defer this item to the meeting of 12th February 2025.
 11.4 Members considered a quotation from Beebys in the sum of £75.00 plus VAT for the removal of the bike ramp on the playing field: It was agreed that NPC would redistribute the soil and fill in the hole. **ACTION – Cllr Dadge and Cllr Parker-Brown.** **ACTION – Clerk** to thank Beebys for providing the quotation.
 11.5 Members **resolved** to approve payment invoice dated 20th December 2024 from The Village Tribune for editorial contributions for 2025 in the sum of £300.00.
 11.6 Members **resolved** to approve increase in staff pay by one salary pay point following the annual appraisal.
 11.7 Members **resolved** to approve payment of invoice dated 29th December 2024 from Nunton Christmas Trees for the 2024 Village Christmas Tree in the sum of £360.00.
 11.8 *To approve reimbursements for receipts for the Christmas Event 2024:* It was agreed to defer this item to the meeting of 12th February 2025.

25.12 REPORTS FROM COUNCILLORS AND CLERK.

- 12.1 *To receive reports from Councillors:* None.
 12.2 Members received reports from Clerk on items not covered elsewhere on the agenda:
 a) A resident had reported that the path between Church View and Clare Road is overgrown and asked for contact details of the maintenance person who cleared the path a number of years ago. Members reported that PCC had cleared the path as a gesture of goodwill a number of years ago when they confirmed that the path lies within the boundaries of the adjacent properties and is the responsibility of the property owners who were made aware, and NPC is not aware of another maintenance person undertaking maintenance of the path. **ACTION – Clerk** to respond to the resident.
 b) A survey from the Office of the Police and Crime Commissioner regarding views on police funding had been received after the publication of the Agenda and had been circulated to members.
 12.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 a) Northborough Community Association meeting, held on Wednesday 18th December 2024 at 7.00pm in The Cromwell Suite, Northborough Village Hall: Cllr Dadge reported he was unable to attend.
 b) Northborough Community Association meeting: Wednesday 15th January 2025 at 4.00pm in The Cromwell Suite, Northborough Village Hall: Cllr Dadge confirmed he will be attending.

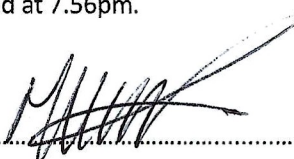
- c) PECT run Peterborough Accelerated Net Zero (PANZ) workshop: Thursday 16th January 2025 at 5.00pm to 7.30pm in Northborough & Deeping Gate Village Hall: Postponed as per Item 25.10.1.

25.13 CORRESPONDANCE RECEIVED:

- 13.1 Members noted an email from the Office of the Police and Crime Commissioner announcing the launch of the new Police and Crime Plan for Cambridgeshire and Peterborough.
- 13.2 Members noted PCC's new Parish Charter, and it was confirmed that Cllr Thomas would continue to act as NPC's Parish Liaison representative, and it was agreed that Cllr Dadge would act as substitute. Ward Cllr Boyce was permitted to speak and informed members that the Charter provides that PCC is required to respond to communications from the Parish sector within five working days and provide a full response as soon as practicable and in any event within 20 working days.
- 13.3 Members discussed an email from PCC regarding Net Zero Villages Funding for Peterborough villages: It was agreed that NPC would inform NCA and discussed applying for funding for solar lighting for the Village Hall car park. **ACTION – Cllr Dadge** to inform NCA at January's meeting. **ACTION – Clerk** to find out if the funding would be suitable for this project.
- 13.4 Members discussed an email received from Glinton Parish Council regarding the Peterborough Local Plan's three-year extension. It was agreed that NPC does not support the three-year extension. **ACTION – Cllr Dadge** to draft a response to the Planning Policy Manager at PCC. Ward Cllr Boyce was permitted to speak and informed members that the publication of the Local Plan Formal Consultation has been delayed until March 2025.

- 25.14 THE NEXT MEETINGS:** Members confirmed the date of the next Council meeting as Wednesday 12th February 2025.

There being no further business the Meeting closed at 7.56pm.

Approved as a true record of the meeting:  Chair, 12th February 2025

Abbreviations used in these Minutes:

PECT – Peterborough City Environment Trust
NPC – Northborough Parish Council
PCC – Peterborough City Council
NCA – Northborough Community Association

Schedule of Receipts and Payments (25.11.1)

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) Burial fees: Memorial (additional inscription), £90.00
b) Unity Trust: Interest, £306.37

Payments:

- c) Lloyds Bank Plc: Monthly debit card fee (December 2024), £3.00 (autocard)*
d) Post Office Ltd: postage stamps, £13.20 (autocard)*
e) HP Instant Ink: Printer ink subscription (21st November), £23.99 incl VAT (autocard)*
f) Staff Salary: Basic (December 2024), £1,094.66*
g) Unity Trust: Service charge (December 2024), £6.00*
h) Biffa Waste: Cemetery Waste Collection (30th November 2024), £59.38 incl VAT (direct debit)*
i) Nest Pensions: December 2024, £76.08 (direct debit)*
j) HMRC: PAYE (December 2024), £85.70



- k) Staff Salary: Adjustment (December 2024), £277.68
- l) Beebys: Contracted Grounds Maintenance, £1967.00 incl VAT
- m) Staff Salary: Adjustment (October 2024): £3.30

