

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 12th February 2025
starting at 7.00pm, at Northborough Village Hall.

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

IN ATTENDANCE: Clerk Elinor Beesley.

PUBLIC FORUM: None present.

25.15 **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Cllr Spinks (personal) and Cllr Dadge (personal).

25.16 **MINUTES OF THE PREVIOUS MEETING**, held on Wednesday 8th January 2025: it was **resolved** to approve the minutes as a true record, and they were signed by the Chair for the meeting, Cllr Thomas.

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

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

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

25.20 **GOVERNANCE:**

20.1 Members noted purchases made under delegated powers:

- a) K K A General Store Ltd (Northborough Convenience Store): Christmas 2024 expenses, £95.50.
- b) Members confirmed receipt of the link to the latest edition of The Good Councillor's Guide to Finance.
- c) Members approved the addition of Cllr Fowkes, Cllr Pearce and Cllr Malcolm to the bank mandate and as internet banking users.

25.21 **PLANNING:**

21.1 Members considered Application 25/00090/HHFUL and Application 25-00091/LBC: Proposed barn conversion to form recreation space at 52 Church Street. It was agreed that NPC has no objection to the application but would ask PCC to give consideration to re-using the existing pantiles on the new roof. **ACTION – Clerk** to respond to PCC.

21.2 To note applications and decisions received after the publication of the Agenda: None.

25.22 **VILLAGE AMENITIES AND MAINTENANCE:**

22.1 Members reviewed outstanding maintenance and Councillors' actions:

- a) Cllr Thomas has contacted PCC to enquire about the installation of 'small mammal' warning signs on Deeping St James Road. Cllr Thomas has been informed that NPC would be required to pay for the signs and is awaiting more information.
- b) Parking on roads around Northborough Primary School continue to be an issue at school pick up and drop off times. Church Street is currently closed due to Anglian Water works. It was agreed to ask PCC to arrange for another visit from the Parking Enforcement team once the road reopens.

22.2 Members noted issues of fly posting in Northborough have been reported to PCC who have reported that the Environmental Enforcement team will attend and investigate. Members reported that more fly posting has occurred. The Clerk asked members to forward photographs. **ACTION – Clerk** to report to PCC.

25.23 **BIODIVERSITY, NATURE AND CLIMATE:** None.

25.24 **COMMUNITY AND EVENTS:**

- 24.1 Members noted that NPC received news that Gaye Swan, Booking Officer from NCA sadly passed away on 23rd January 2025.
- 24.2 Members agreed plans for the PECT Workshop on Net Zero Barriers and Opportunities to be held on Tuesday 25th March 2025 at 5.30pm to 7.30pm in the Cromwell Suite, Northborough & Deeping Gate Village Hall: available members will attend the event.
- 24.3 Members discussed news for inclusion in the March/April edition of the Village Tribune. **ACTION - Cllr Thomas** to draft and submit to the Village Tribune by Friday 14th February 2025.
- 24.4 Members noted tree works are due to take place at Northborough Primary School Monday 17th to Friday 21st February 2025 and NPC has asked that comments from PCC trees officer stating that 'suitable and appropriate replacement planting is considered within the school grounds, in order to maintain future tree canopy cover locally for the numerous environmental, health and welfare benefits' are considered and that replacement planting with appropriately sized trees be part of the works.
- 24.5 Members noted that NPC lodged an "expression of interest" in bidding for a grant for solar panels and batteries, and solar lampposts at Northborough Village Hall under the PCC Net Zero Funding Initiative and have been invited to submit a formal bid by 28th February 2025.
- 24.6 Members noted SOS St Andrews will be hosting a fundraising event on Saturday 3rd and Sunday 4th May 2025 to celebrate the 225th anniversary of the 'The Poet's Wife' Martha Clare's birth. It was agreed that NPC would purchase six "Poet's Wife" and two "Martha" roses from the previously agreed budget for planting in the Cemetery which will be planted in the Cemetery and Churchyard. **ACTION - Clerk.**

25.25 **FINANCE:**

- 25.1 Members **resolved** to approve the attached Schedule of Receipts and Payments.
- 25.2 Members **resolved** to approve the financial reports for one month to 31st January 2025.
- 25.3 Members **resolved** to approve a payment of Chair's allowance for Cllr Dadge in the sum of £66.00.
- 25.4 Members considered request from NCA to pay 50% of the cost of skip hire for clearance of leaves at the Village Hall in the sum of £110.00. It was noted that NCA is responsible for the Village Hall and a 1m strip of land around the building only. It was **resolved** that as a gesture of goodwill NPC will pay for 50% of the skip hire. **ACTION - Clerk** to respond to NCA and obtain a quotation from Beebys for future leaf clearance. The responsibility to clear leaves lies with NPC.
- 25.5 It was **resolved** to approve reimbursements for receipts for the Christmas Event 2024:
 - a) Cllr Dadge: £127.49
 - b) Cllr Fowkes: £35.92
- 25.6 Members considered a proposal to purchase a new dog sign(s) for installation in the Cemetery and it was **resolved** to purchase a sign from Amazon in the sum of £5.59 incl VAT. **ACTION - Clerk** to purchase.
- 25.7 Members **resolved** to approve the purchase of replacement adult defibrillator pads for the defibrillator on the wall of the Primary School from The Defib Store in the sum of £94.00 plus VAT. **ACTION - Clerk.**
- 25.8 Members considered the purchase of paediatric defibrillator pads from The Defib Store in the sum of £109.00 plus VAT for the East Road cabinet and it was **resolved**. **ACTION - Clerk.**

25.26 **REPORTS FROM COUNCILLORS AND CLERK.**

- 26.1 *To receive reports from Councillors:* None.
- 26.2 Members received reports from Clerk on items not covered elsewhere on the agenda:
 - a) Cllr Thomas has received confirmation that the Village Hall is available on Saturday 10th May at 10.00am-12.00pm for the Annual Parish Meeting. **ACTION - Clerk** to book.
 - b) The Deepings Practice will be hosting a Wellness event on Saturday 17th May 2025 at 10.00am-3.00pm at The Deepings Practice.
 - c) Deep in Kindness Community Hub have emailed to enquire if NPC is able to support local charities. **ACTION - Clerk** to send the Council's Grant Application and Grant Policy.
 - d) Good Neighbours Rural Peterborough will be holding its AGM on Thursday 27th February 2025 at 6.30-8.30pm at Bedford Hall, Station Road, Thorney.

- e) Church Street will be closed on Monday 10th February to Friday 14th March 2025.
- f) Correspondence has been received from the Mayor and Cambridgeshire and Peterborough reporting the decision to introduce bus franchising in Cambridgeshire and Peterborough.
- 26.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Northborough Community Association meeting held on Wednesday 15th January 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - b) Northern Cluster Nature Recovery Group Meeting to be held on Thursday 13th February 2025 at 2.00pm to 4.00pm in Maxey Village Hall: Cllr Chiva will be attending.
 - c) Northborough Community Association meeting: Wednesday 19th February 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - d) NPC Working Group, to be held on Monday 24th February 2025 at 7.00pm in Northborough & Deeping Gate Village Hall.
 - e) Burials Committee meeting, to be held on Monday 24th February 2025 at 6.30pm in Northborough & Deeping Gate Village Hall.
 - f) PECT Workshop on Net Zero Barriers and Opportunities: Tuesday 25th March 2025 at 5.30pm to 7.30pm in the Cromwell Suite, Northborough & Deeping Gate Village Hall.

25.27 CORRESPONDANCE RECEIVED:

- 27.1 Members noted correspondence from a resident reporting that 'the River at Nine Bridges was in danger of flooding the road between Glinton and Northborough recently, and neighbouring land' and asking if NCA could contact whoever is responsible to ask for the River to be dredged. The Clerk informed the resident that the land either side of Maxey Cut is a designated flood plain and NPC's understanding is that the Cut is dredged annually in Autumn. The Clerk has contacted the EA to raise the resident's concerns and to ask for confirmation of the dredging schedule and is expecting a response from the local team by 27th February 2025.
- 27.2 Members discussed correspondence from The Village Tribune regarding the potential introduction of an online 'Welcome to Triband' publication for residents who move into one of the villages covered by the Village Tribune. It was agreed in principal that NPC would support an online publication, however if there was to be a cost to NPC it would require greater consideration.

25.28 **THE NEXT MEETINGS:** Members confirmed the date of the next Council meeting as Wednesday 12th March 2025.

There being no further business the Meeting closed at 7.58pm.

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

Abbreviations used in these Minutes:

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

Schedule of Receipts and Payments (25.25.1)

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: Interment and grave digging), £350.00
- b) Burial fees: Deed of Grant, £600.00

Payments:

- c) Lloyds Bank Plc: Monthly debit card fee (December 2024), £3.00 (autocard)*
- d) K K A General Store Ltd (Northborough Convenience Store): Christmas 2024 expenses, £95.50 incl VAT*
- e) Easy Florist Supplies, Cemetery grave vases, £16.51 incl VAT (Minute 24.139.8)*
- f) HP Instant Ink: Ink subscription (21st December 2024), £11.99*
- g) Wave Utilities: Cemetery water supply (11th December 2024), £20.24*
- h) E Beesley: Microsoft 365 reimbursement, £123.84*
- i) Staff Salary: Basic (January 2024), £1,094.46*
- j) Unity Trust: Service charge (January 2025), £6.00*
- k) Nest Pensions: January 2025, £77.21 (direct debit)*
- l) Biffa Waste: Cemetery Waste Collection (31st December 2024), £59.38 incl VAT (direct debit)*
- m) HMRC: PAYE (January 2025), £92.83
- n) Staff Salary: Adjustment (January 2025), £311.21
- o) ACR Computers: ESET Security (annual), £35.00 incl VAT*
- p) Starboard Systems Limited: Cemetery software (annual), £673.92 incl VAT
- q) Starboard Systems Limited: Council software (annual), £414.72
- r) Beebys: Contracted Grounds Maintenance, £1967.14

