

Northborough Parish Council

www.northborough-pc.gov.uk
Northborough & Deeping Gate Village Hall,
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Minutes of a Meeting of Northborough Parish Council held on Wednesday 10th December 2025
starting at **7.00pm**, at Northborough Village Hall.

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

IN ATTENDANCE: Clerk Elinor Beesley.

PUBLIC FORUM: None.

25.150 **APOLOGIES FOR ABSENCE:** Apologies were accepted and received from Cllr Pearce.

25.151 **MINUTES OF THE PREVIOUS MEETING**, held on Wednesday 12th November 2025 were **resolved** as a true record and signed by the Chair.

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

25.153 **COUNCILLOR VACANCIES:** None.

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

25.155 **GOVERNANCE:**

155.1 To note purchases made under delegated powers:

- a) Screw Fix: Spray paint, £10.59 (card payment)
- b) Amazon: Plant protectors, £6.99 (card payment)
- c) Sainsburys: Sweets for Christmas event, £57.65 (card payment)
- d) One Stop, Northborough: Food and drink for Christmas event, £79.26 (card payment)
- e) Amazon: Santa Suit, £57.79 (card payment)
- f) Amazon: Cups, £11.94
- g) Amazon: Cups, £5.95
- h) Screwfix: Barrier tape, £10.59

155.2 It was **resolved** to approve Cllr Pearce as NPC's representative and as a Trustee for Good Neighbours Rural – Peterborough.

155.3 It was **resolved** to approve the addition of Cllr Sloan to the bank mandate and as an internet banking user. **ACTION – Clerk.**

155.4 It was **resolved** that Cllr Fowkes would act as NPC's second representative on NCA.

25.156 **PLANNING:**

156.1 Members considered Applications 25/01521/FUL and 25/01522/LBC: Construction and conversion of existing barns with new link structure to form a single dwelling – part-retrospective, Land adjacent to 5 Church Farm Mews and it was agreed that a successful planning decision should stipulate that the building is only to be used as a single dwelling. **ACTION – Cllr Dadge** to draft a response to PCC Planning Services for review by Members.

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

25.157 **VILLAGE AMENITIES AND MAINTENANCE:**

157.1 Members reviewed outstanding maintenance and Councillors' actions:

- a) *PCC has repaired the damaged step at the end of Paradise Lane and have reported that the repair may be temporary:* PCC reported that the repair had been completed; however, Members reported that this does not appear to be the case. **ACTION – Clerk** to contact PCC.

b) Following a report from a resident that the trees on right side of Church Street (when travelling towards Peakirk Road) are encroaching the highway, the Clerk reported the issue to PCC, and an inspection has been arranged. Members reported that the trees have been cut back from the highway however the work does not appear to have been carried out by PCC. **ACTION – Clerk** to contact PCC.

c) PCC have carried out work to clear the weeds and nettles from the edges of the footpath between Church Street and Church View.

d) All quotations for replacement of the mushroom stepping stones in the children's play area have been received. **ACTION – Clerk** to include the item on the Agenda of 14th January 2026.

157.2 It was noted that the dead Birch tree on Church Street has been felled and the stump has been ground to ground level.

157.3 Cllr Dadge confirmed that the installation of the Village Hall solar panels is complete.

157.4 It was noted that the repairs to the overflow carpark are due to take place in January 2026.

157.5 Members agreed any of the four tree species proposed by the Trees Officer are suitable to replace the felled Birch tree and it was agreed that Cllr Dadge would choose the tree. **ACTION – Cllr Dadge.**

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

25.159 **COMMUNITY AND EVENTS:**

159.1 Cllr Parker-Brown reported that Church Street is due to be re-opened by 12th December following the Anglian Water works.

159.2 Members received reports on the Christmas Light Switch On event, held on Sunday 30th November 2025: The event was well attended and all feedback was positive including compliments on the Christmas tree and Santa's throne: Members agreed that the choir was an excellent addition to the event and the road closure worked well and would be requested for future events. NPC expressed thanks to all those who helped make the event a success including residents and the owners of the Village Shop.

25.160 **FINANCE:**

160.1 It was **resolved** to approve the attached Schedule of Receipts and Payments.

160.2 It was **resolved** to approve the financial reports for one month to 30th November 2025.

160.3 It was **resolved** to approve the 2026/27 draft budget and 5-year capital plan. The precept demand is £52,392.50, which equates to a Net Parish Precept Equivalent Band D Charge of £55.39, based on an estimated Council Tax base of 494.23. The 2026/27 precept demand represents a 3.24% increase on 2025/26, and the estimated Net Parish Precept Equivalent Band D Charge represents a 3.61% increase on 2025/26. It was noted that £14,500.00 of Council reserves have been allocated to reduce the Council Tax Demand.

160.4 Members considered correspondence from Good Neighbours – Rural Peterborough detailing the estimated cost per household to NPC for the year 2026/27 and it was agreed that the proposed increases, after the introductory cost, is acceptable.

160.5 It was **resolved** to approve a proposal to purchase a new NPC laptop for the Clerk's use up to a sum of £1000.00 excl. VAT.

160.6 It was **resolved** to approve a proposal to purchase a new noticeboard for installation on Church Street from Greenbarnes Ltd in the sum of £1,189.63 excl. VAT.

160.7 It was **resolved** to approve the purchase of two wooden signs for the Green Burials area at a cost of £23.40 per sign.

160.8 It was agreed that a painted black finish is required for the planned six solar lights and columns for installation in the Village Hall car park, and it was **resolved** to approve the quotation from Wydels in the sum of £4,250 excl. VAT, which is to be paid from the awarded Peterborough Net Zero grant.

160.9 It was **resolved** to approve the quotation from PCC for installation of Item 25.160.8 in the sum of £1,711.87, which is to be paid from the awarded Peterborough Net Zero grant.

160.10 It was noted that Biffa is increasing its haulage prices for the Cemetery waste collection by £1.40 per lift, effective from 1st January 2026.

160.11 It was **resolved** to approve payment of invoice from The Village Tribune Limited for directory listings and editorial content for the year 2026 in the sum of £300.00.

160.12 It was **resolved** to approve the increase in the Clerk's salary by 1 Salary Pay Point following the annual appraisal.

25.161 REPORTS FROM COUNCILLORS AND CLERK.

161.1 Members received reports from Councillors:

- a) Cllr Dadge reported that one resident was concerned that the proposed location of one of the solar lights would be close to a property and was reassured that the light would point away for the property.
- b) Cllr Parker-Brown reported that a verbal complaint had been received regarding the 'bike ramp' on the playing field. **ACTION – Cllr Parker-Brown** to invite the resident to submit a formal, written complaint.
- c) Cllr Thomas and Cllr Dadge reported that they had both contacted the Air Ambulance regarding donations being left next to the bank when it is full. The Clerk has also reported the issue several times and was informed that collections would be more frequent however that does not appear to have happened. **ACTION – Clerk** to contact the Air Ambulance again to confirm if collections will be more frequent or if this is not possible. It was agreed to consider the removal of the bank if the issue cannot be resolved.

161.2 Members received reports from the Clerk on items not covered elsewhere on the agenda:

- a) Quotations and estimates had been received for fencing repairs that aided with the drafting of the budget.
- b) The new 'memorial' bench for installation on the Playing Field is due for delivery in January 2026.

161.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:

- a) Northborough Community Association meeting (AGM), held on Wednesday 19th November 2025 at 7.00pm in The Cromwell Suite, Northborough and Deeping Gate Village Hall.
- b) Northborough Community Association meeting, to be held on Wednesday 17th December 2025 at 7.00pm in The Cromwell Suite, Northborough and Deeping Gate Village Hall.
- c) NPC Working Group meeting, to be held on Monday 22nd December 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.

25.162 **CORRESPONDENCE RECEIVED:** None.

25.163 **NEXT MEETING:** The date of the next meeting was confirmed as Wednesday 14th January 2026.

There being no further business the Meeting closed at 8.14pm.

Approved as a true record of the meeting:  Chair, 14th January 2026

Abbreviations used in these Minutes:

NPC – Northborough Parish Council

NCA – Northborough Community Association

PCC – Peterborough City Council

Schedule of Receipts and Payments (25.160.1)

Items marked * were paid prior to the meeting as per the agreed regular payments list (Minute 25.15.1), 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: None

Payments:

- a) Lloyds Bank Plc: Monthly debit card fee (2nd November 2025), £3.00*
- b) HP Instant Ink UK: Ink subscription (20th October 2025), £13.49 incl. VAT (autocard)*
- c) Adobe: One month subscription (8th October 2025), £6.98*
- d) Graytones Printers: Christmas event poster printing (19th November 2025), £18.00 incl. VAT (Minute 25.146.11)*
- e) Mumby Landscapes Ltd: Deposit for overflow carpark repair, £519.60 incl. VAT (Minute 25.146.6)*
- f) EDF Solar Contact: Village Hall solar panels, £15,995.00 incl. VAT (Minute 25.118.6)*
- g) AM Kreative: Christmas event flyer printing and delivery (18th November 2025), £144.00 incl. VAT (Minute 25.146.11)*
- h) Staff Salary: Basic (November 2025), £1356.96*
- i) Unity Trust: Service charge (30th November 2025), £6.00*
- j) Nest Pensions: November 2025, £80.52 (direct debit)*
- k) David Palmer Tree Services: Tree felling, Church Street (27th November 2025), £600 incl. VAT (Minute 25.118.3)*
- l) Just Sing! Ladies Choir: Christmas event 2025 (2nd December 2025), £60.00 (Minute 25.146.11)*
- m) Beebys: Contracted Grounds Maintenance (30th November 2025), £2085.09 incl. VAT
- n) Biffa Waste Services Limited: Cemetery waste management (30th November 2025), £67.39 incl. VAT (direct debit)
- o) HMRC: PAYE (November 2025), £177.57
- p) Staff salary adjustment: November 2025, £106.09