

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 11th June 2025 starting at 7.00pm, at Northborough Village Hall.

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

IN ATTENDANCE: Clerk Elinor Beesley.

PUBLIC FORUM: None.

25.80 **APOLOGIES FOR ABSENCE:** None.

25.81 **MINUTES OF THE PREVIOUS MEETING**, held on Wednesday 14th May 2025: it was **resolved** to postpone the approval and signing of the minutes due to technical issues.

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

25.83 **COUNCILLOR VACANCIES:** None.

25.84 **DECLARATIONS OF INTEREST:** There were no Declarations of interest is Item 25.532 and no written requests for dispensation for disclosable pecuniary interests were granted.

25.85 **GOVERNANCE:**

85.1 *To note purchases made under delegated powers:* None.

25.86 **ANNUAL GOVERNANCE:**

86.1 Members noted the Annual Internal Audit Report 2024/25.

86.2 It was **resolved** to approve the Annual Governance Statement 2024/25.

86.3 It was **resolved** to approve the Accounting Statements 2024/25.

86.4 Members noted the Bank Reconciliation to accompany AGAR 2024/25.

86.5 Members noted the Explanation of Variances to Accompany AGAR 2024/25.

86.6 Members noted the dates of the Period for the Exercise of Public Rights for year 2024/25.

25.87 **PLANNING:**

87.1 Members noted approval for a front porch for 14 Church Street. 25/00397/HHFUL.

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

87.3 Draft Local Plan consultation: Member noted the objection from NPC to proposed Deeping Gate Housing allocation following the joint public meeting with DGPC on 10th May 2025 and liaison with DGPC has been submitted, confirmation of representation has been received from PCC.

25.88 **VILLAGE AMENITIES AND MAINTENANCE:**

88.1 Members reviewed outstanding maintenance and Councillors' actions:

a) It was noted that the Children's Play Area fence is in need of painting. **ACTION – Clerk** to contact the handyman.

b) The GNFC had reported that the back of the Village Hall by the doors requires clearing of weeds and leaves. **ACTION – Clerk** to confirm with GNFC which door players access and speak to the Handyman.

88.2 Members noted the damage to fence around the Children's Play Area and approved Cllr Parker-Brown to research welders who could provide a quotation. **ACTION – Cllr Parker-Brown.**

25.89 **BIODIVERSITY, NATURE AND CLIMATE:**

MINUTES

Northborough Parish Council

- 89.1 Members approved the Local Open Space Nomination Form and plan for inclusion in the consideration for Paradise Lane as a Local Open Space drafted by Cllr Chiva. **ACTION – Clerk** to send a letter from NPC to households in Paradise Lane informing them of the application.

25.90 FINANCE:

- 90.1 Members **resolved** to approve the attached Schedule of Receipts and Payments.
- 90.2 *To approve the financial reports for one month to 31st May 2025:* It was agreed to defer this item to the meeting of 9th July 2025.

25.91 REPORTS FROM COUNCILLORS AND CLERK.

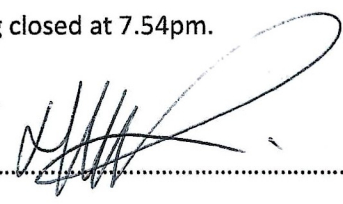
- 91.1 To receive reports from Councillors:
- a) Anglian Water meeting: Cllr Thomas reported that Anglian Water had made errors in their calculations, the infrastructure was complex and that the solutions they had tried to implement had not been successful. Members thanks Cllr Dadge for organising the public meeting. **ACTION – Cllr Dadge** to book the Village Hall for a second meeting in July 2025.
 - b) Cllr Parker-Brown reported that a resident had contacted him to ask about the timescale for installation of the new speed sign in Church Street. **ACTION – Clerk** to follow up with PCC.
- 91.2 Members received reports from the Clerk on items not covered elsewhere on the agenda:
- a) GNFC have enquired about using the football pitch on Sundays for fixtures and training. This would require the contract to be amended and any increase in the grass cutting contribution from GNFC to be considered; the item will be on July's Agenda for consideration. It was agreed to grant a trial period of four weeks before NPC is able to formally consider the request. **ACTION – Clerk** to inform GNFC.
 - b) The GNFC had forwarded information to the Clerk regarding a Grass pitch maintenance grant from the Football Foundation. Members agreed that more information is required. **ACTION – Clerk** to ask GNFC to collate all information required for formal consideration by NPC.
 - c) The Village Tribune contribution deadline for the July/August edition is Friday 20th June 2025; members discussed ideas for content.
- 91.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
- a) Northborough Community Association meeting, Wednesday 21st May 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - b) Parish Liaison Group Meeting, 30th April 2025 at 6.30pm at Sand Martin House, Peterborough and via Teams: Cllr Dadge and Cllr Chiva attended.
 - c) Northborough Community Association meeting, Wednesday 18th June 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - d) NPC Working Group meeting, to be held on Monday 30th June 2025 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - e) Burials Committee meeting, Monday 30th June 2025 at 6.15pm in The Cromwell Suite, Northborough Village Hall.

25.92 CORRESPONDANCE RECEIVED:

- 92.1 Report of incident involving parking on Church Street: It was noted that this issue is not within the remit of NPC.
- 92.2 Anglian Water update on the Church Street sewer: This was discussed under item 25.92.1 and the email from Anglian Water had been circulated to members and information posted on the website and social media.

25.93 THE NEXT MEETINGS: Members confirmed the date of the next Council meeting as Wednesday 9th July 2025.

There being no further business the Meeting closed at 7.54pm.

Approved as a true record of the meeting:  Chair, 9th July 2025

Abbreviations used in these Minutes:
 NPC – Northborough Parish Council
 PCC – Peterborough City Council
 GNFC – Glinton and Northborough Football Club

Schedule of Receipts and Payments (25.90.1)

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 (period?), £289.94
- b) Burial fees: Interment, £180.00
- c) HMRC: VAT refund, £6,836.69
- d) GNFC: Contracted grass cutting contribution (annual), £600.00

Payments:

- e) Lloyds Bank Plc: Monthly debit card fee (May 2025), £3.00 (autocard)*
- f) HP Instant Ink: Ink subscription (21st April 2025), £11.99*
- g) GD Services: Gravedigging, £180.00
- h) Anglian Water Business: Cemetery Water supply (March to June 2025), 18.10 (direct debit)*
- i) Staff Salary: Basic (May 2025), £1357.16*
- j) Unity Trust Bank: Service charge (May 2025), £6.00*
- k) HMRC: PAYE (May 2025), £92.83 £157.65
- l) Biffa Waste: Cemetery Waste Collection (31st May 2025), £67.39 incl VAT (direct debit)
- m) Beebys: Contracted Grounds Maintenance (31st May 2025), £2085.09
- n) S Lonsdale: Reimbursement for village planter plants. £23.91

