

Northborough Parish Council

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Northborough & Deeping Gate Village Hall,
Cromwell Close, Northborough, PE6 9DP
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Minutes of a Meeting of Northborough Parish Council held on Wednesday 14th January 2026
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, Mark Malcolm and Patricia Pearce.

IN ATTENDANCE: Clerk Elinor Beesley.

PUBLIC FORUM: None.

26.1 **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Cllr Chiva.

26.2 **MINUTES OF THE PREVIOUS MEETING**, held on Wednesday 10th December 2025 were **resolved** as a true record and signed by the Chair.

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

26.4 **COUNCILLOR VACANCIES:** None.

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

26.6 **GOVERNANCE:**

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

26.7 **PLANNING:**

7.1 Members considered Applications 25/01619/ADV and 25/01624/LBC: Item no.1 – Externally illuminated double sided Pictorial onto existing post with new gibbet. Item no.2 – Externally illuminated large bullnose fascia with individual letters and secondary text in vinyl. Item no.3/4 – Bullnose amenity board with text in vinyl. Item no.5 – Bullnose chalk board. Item no.6 – Vinyl Print welcome text. Item no. 7 – Stratford top fix brass lanterns, 4 Lincoln Road and it was agreed that NPC has no comments to make.

7.2 Members noted Application 25/01393/HHFUL: Single-storey, rear extension, 35 Castle Drive has been permitted.

7.3 *To note applications and decisions received after the publication of the agenda:* None.

26.8 **VILLAGE AMENITIES AND MAINTENANCE:**

8.1 Members reviewed outstanding maintenance and Councillors' actions where not covered elsewhere on the agenda, and to note completed maintenance works:

a) Branches encroaching highway, Church Street: A Tree Surveyor inspected and found the trees have had recent flail works and all trees have been pushed back from roadside infringement; no further action.

b) Step on Paradise Lane: This has now been repaired by PCC.

8.2 Members discussed the current infrastructure issues on Lincoln Road and noted that the sewers also serve Market Deeping and Deeping Gate; Members expressed concerns regarding the impact that the proposed large-scale development in Deeping Gate would have on the Parish's infrastructure. It was **resolved** to send a letter drafted by Cllr Dadge to PCC's Planning Policy Manager, highlighting the recent issues and concerns. **ACTION – Cllr Dadge /Clerk.**

8.3 Members noted that the company that empties the Air Ambulance clothing bank has recently changed and has confirmed that collection frequency will be increased. **ACTION – Clerk** to follow up if the issue persists.

- 8.4 Members received an update on the installation of the new solar lighting in the Village Hall car park: the columns and lights are due to be delivered to PCC by the end week commencing 19th January 2026, and the Clerk is awaiting confirmation of the installation timescale. **ACTION – Clerk** to inform NCA of the installation date once received, and Cllr Dadge so that he can take photographs of the installation for PCC Net Zero.

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

26.10 **COMMUNITY AND EVENTS:**

- 10.1 Members noted thanks from St Andrews Church for allowing donations to be collected at the Christmas Light Switch On event; a total of £48.30 was raised.
- 10.2 Members received an update on the Anglian Water works in Lincoln Road: Surveys have been conducted and pumps are in place to bypass the damaged areas. The sewers are not as deep as in Church Street and Anglian Water is deciding on the best course of action.
- 10.3 Members noted that the Police and Crime Commissioner launched an online survey to ask residents their views in preparation for the 2026-27 budget to deliver policing across Cambridgeshire and Peterborough; the survey is closed at midnight on Sunday 11th January 2026.
- 10.4 Members discussed news items to be included in the March/April edition of The Village Tribune including the new solar panels at the Village Hall and solar lighting in the car park; the deadline of 13th February 2026 was noted.

26.11 **FINANCE:**

- 11.1 It was **resolved** to approve the attached Schedule of Receipts and Payments.
- 11.2 It was **resolved** to approve the financial reports for one month to 31st December 2025.
- 11.3 It was **resolved** to accept the quotation from Wicksteed Leisure Ltd for the supply and installation of replacement mushroom stepping stones in the Children's Play Area in the sum of £3,338.24. **ACTION – Clerk** to instruct.
- 11.4 It was **resolved** to approve the quotation from Mark Pinfold Property and Garden Services for installation of the new Church Street noticeboard in the sum of £280.00. **ACTION – Clerk** to instruct.
- 11.5 It was **resolved** to approve payment of the Chair's allowance to Cllr Thomas up to a sum of £100.00.

26.12 **REPORTS FROM COUNCILLORS AND CLERK.**

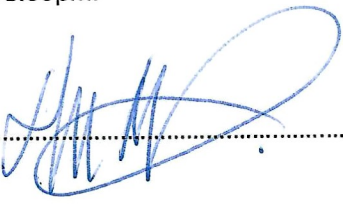
- 12.1 Members received reports from Councillors:
 - a) A public footpath between Lincoln Road and Church Street has been blocked off to the public by electric fencing. **ACTION – Cllr Malcolm** to report the issue on Fix My Street.
 - b) Cllr Dadge reported that he had purchased a replacement star light for the top of future Village Christmas trees in the sum of £17.49 incl. VAT. **ACTION – Clerk** to add approval of reimbursement item to February's agenda.
 - c) Cllr Parker-Brown reported that the electrician who had carried out the electrical testing for the Christmas tree lights rechecked the electricity after the tree was taken down and reported that the underground cable may need replacing before the 2026 event. **ACTION – Clerk** to follow up.
- 12.2 Members received reports from the Clerk on items not covered elsewhere on the agenda:
 - a) The work to the overflow car park is due to take place week commencing 19th January 2026.
- 12.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Northborough Community Association meeting, Wednesday 17th December 2025 at 7.00pm in The Cromwell Suite, Northborough and Deeping Gate Village Hall: The meeting did not take place.
 - b) Northborough Community Association meeting, to be held on Wednesday 21st January 2026 at 7.00pm in The Cromwell Suite, Northborough and Deeping Gate Village Hall: Cllr Fowkes confirmed he will be attending.
 - c) NPC Working Group meeting, to be held on Monday 26th January 2026 at 7.00pm in The Cromwell Suite, Northborough Village Hall: Cllr Dadge sent his apologies.
 - d) John Clare Countryside Event, to be held on Thursday 5th February 2026 at 5.30pm at the Knight's Chambers, Cathedral Green, Peterborough. **ACTION – Clerk** to forward details to Cllr Chiva.

26.13 CORRESPONDENCE RECEIVED:

- 13.1 Members considered correspondence from a resident regarding weight limit signage for Bell Bridge in Deeping Gate: it was noted that the bridge is in Deeping Gate and that Highways signage is in place; it was agreed that the resident could contact PCC Highways with the suggestion of additional signage on Deeping St James Road. **ACTION – Clerk** to respond to the resident.
- 13.2 Members considered correspondence from a resident regarding traffic calming on Church Street; It was noted that whilst the road was closed due to Anglian Water a mirror was installed on a lamppost to assist the residents existing driveways, however PCC Highways removed the mirror once the road reopened due to risks associated with sunlight glare. The Council agreed that it is unable to consider installation of speed calming measures at this time. **ACTION – Clerk** to extend an invitation to the resident to speak with the Chair.
- 13.3 Members discussed correspondence from a member of the public regarding their enquiry to metal detect on Parish Council land; it was agreed that the request would not be approved due to several potential issues including digging and ground disturbance. **ACTION – Clerk** to respond on behalf of NPC.

26.14 **NEXT MEETING:** The date of the next meeting was confirmed as Wednesday 11th February 2026.

There being no further business the Meeting closed at 8.00pm.

Approved as a true record of the meeting:  Chair, 11th February 2026

Abbreviations used in these Minutes:

NPC – Northborough Parish Council

PCC – Peterborough City Council

NCA – Northborough Community Association

Schedule of Receipts and Payments (26.11.1)

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:

- a) PCC: Net Zero Grant, £5,100.00
- b) Unity Trust Bank Plc: Interest, £345.00

Payments:

- c) Lloyds Bank Plc: Monthly debit card fee (2nd December 2025), £3.00*
- d) HP Instant Ink UK: Ink subscription (20th November 2025), £13.49 incl. VAT (autocard)*
- e) Screwfix Direct Ltd: Spray paint for benches restoration (14th November 2025), £26.97 incl. VAT (autocard)* (Minute 25.115.1.c)*
- f) Amazon Marketplace: Santa suit (17th November 2025), £57.79 incl. VAT (autocard) (Minute 25.146.11)*
- g) Amazon Marketplace: Cups (20th November 2025), £17.89 incl. VAT (autocard) (Minute 25.146.11)*
- h) Sainsburys Supermarkets Ltd: Sweets for Christmas event (24th November 2025), £57.65 incl. VAT (autocard) (Minute 25.146.11)*
- i) Screwfix Direct Ltd: Barrier tape (28th November 2025), £10.59 incl. VAT (autocard) (Minute 25.146.11)*
- j) K K A General Store Ltd: Grocery items for Christmas event, £79.26 incl. VAT (autocard) (Minute 25.146.11)*
- k) Anglian Water Business t/a Wave Utilities: Cemetery Water supply (8th December 2025), £19.22 (direct debit)*
- l) Staff Salary: Basic (December 2025), £1357.16*
- m) Unity Trust: Service charge (31st December 2025), £6.00*

MINUTES

Northborough Parish Council

- n) Wydels Ltd: Solar lamps and columns, £5,100.00 incl. VAT (Minute 25.160.8)*
- o) The Village Tribune Limited: Editorial and listings (2026), £300.00 (Minute 25.160.11)*
- p) Nest Pensions: December 2025, £81.02 (direct debit)*
- q) Biffa Waste Services Limited: Cemetery waste management (31st December 2025), £67.39 incl. VAT (direct debit)
- r) Beebys: Contracted Grounds Maintenance (31st December 2025), £2085.09 incl. VAT
- s) Staff Salary Adjustment: December 2025, £79.72
- t) HMRC: PAYE (December 2025), £180.63

