

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 11th February 2026
 starting at 7.00pm, at Northborough Village Hall.

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

IN ATTENDANCE: Clerk Elinor Beesley.

PUBLIC FORUM: Two members of the public were present who commented on Item 26.21.1: Planning Applications 25/01619/ADV and 25/01624/LBC, 27 Church Street. They reported that previous similar applications at the property had been refused. Concerns were raised that, if successful, the application would alter the frontage of Church Street, set a precedent for similar applications, affect neighbouring properties due to the distance of the proposed dwelling to neighbouring boundaries, and increase flood risk. Additionally, it was reported that trees have already been felled ahead of the application, and further tree removals may be required.

26.15 **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Cllr Sloan (personal) and Cllr Chiva (personal).

26.16 **MINUTES OF THE PREVIOUS MEETING,** held on Wednesday 14th January 2026 were **resolved** as a true record and signed by the Chair.

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

26.18 **COUNCILLOR VACANCIES:** None.

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

26.20 GOVERNANCE:

26.20.1 Members noted purchases made under delegated powers:

- a) Amazon Marketplace: Plant support stakes, £6.99 (autocard).
- b) ACR Computers: Annual ESET subscription, £35.00 (autocard).
- c) Amazon Marketplace: Laminator and pouches, £27.59 (autocard).

26.20.2 Members noted that CAPALC have launched their new website.

26.21 PLANNING:

26.21.1 Members considered Application 26/00045/FUL: Erection of a new 3no. bedroom dwelling in the front garden of the existing Grade II listed building (No 27. Church Street), 27 Church Street. Cllr Dadge reported NPC had objected to previous applications and although the current application is smaller, it was noted that it still represents the subdivision of the curtilage of a listed building. Members expressed concerns that the open aspect of the frontage of Church Street would change, a precedent may be set, and the modern design of the proposed dwelling would not enhance the area. It was **resolved** to object to the application and for Cllr Dadge to draft the Council's response based on the discussion in the meeting. **ACTION – Cllr Dadge** to circulate the draft of resolved objections to members. **ACTION – Clerk** to send the objection to PCC Planning Services.

26.21.2 Members noted applications and decisions received after the publication of the agenda:

- a) 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 has been withdrawn by the applicant.

- 26.21.3 Members discussed the Peterborough Local Plan Public Consultation – alternative site option, and it was agreed that no response is required from NPC. **ACTION – Clerk** to ask for acknowledgement of letter sent to the PCC Planning Policy Manager (Item 26.8.2).

26.22 VILLAGE AMENITIES AND MAINTENANCE:

- 26.22.1 Members reviewed outstanding maintenance and Councillors' actions where not covered elsewhere on the agenda, and no completed maintenance works were noted:
- a) Repairs to the Children's Play Area fencing: of the quotations received to date, only one includes painting of the repairs. **ACTION – Clerk** to obtain quotations for sandblasting and painting of all of the fencing.
 - b) Replacement tree, Church Street: Cllr Dadge reported that the replacement tree will cost more than the previously agreed sum of £75.00. **ACTION – Cllr Dadge** to confirm cost for consideration at the meeting on 11th March 2026.
 - c) The new noticeboard for installation in Church Street is due to be delivered to Cllr Fowkes by 31st March 2026; the contractor is aware.
- 26.22.2 Members noted that the lead time for installation of the mushroom stepping stones in the Children's Play area is approximately 8 weeks, followed by 2-3 days installation (weather dependent).
- 26.22.3 Members received an update on the Anglian Water works in Lincoln Road: Cllr Thomas reported that the overground pumping will be buried so that the traffic lights system can be removed. A section of sewer may have collapsed; however, camera surveys have not been able to view the entire length. Anglian Water will apply to Highways for permission for the works. The road will need to be partially closed during the works, and they may not commence for several months.
- 26.22.4 Members understand that the works to the overflow car park were completed week ending 6th February 2026, and that the pothole at the entrance was temporarily repaired with the permanent repair due to take place in warmer weather.

- 26.23 **BIODIVERSITY, NATURE AND CLIMATE:** None.

26.24 COMMUNITY AND EVENTS:

- 26.24.1 Members considered a request from a member of the public for permission to use the playing field for outdoor games as part of a community event taking place in the Village Hall. The Clerk reported that due to the event being an organised community event with up to 100 attendees expected, further information has been asked for but a response had not been received. Members noted that the GNFC use the football pitches for training and fixtures on Saturdays and Sundays which limits parking available. It was agreed that, subject to the organisers providing the requested documents, NPC would not withhold permission. **ACTION – Clerk** to remind the NCA of GNFC use of the field at weekends so that consideration can be given to large bookings.
- 26.24.2 Members received a verbal report, following circulation of meeting notes, from Cllr Dadge on his meeting with the head of Northborough Primary School: The head of the school has no objection to NPC considering moving the NPC owned fence at the rear of the school field on Church View back to its original boundary position, and requested that any works take place during school holidays. The continuing issue of vehicles parking on pavements and in front of drives at school pick up and drop off times was discussed with the Head confirming that correspondence would be sent to parents requesting that cars are parked legally and considerately. **ACTION – Cllr Dadge** to submit proposal for inclusion on June's agenda.
- 26.24.3 Members received an update on the Good Neighbours Rural initiative in Northborough: there are currently three active volunteers and three clients in the Village with local advertising having created additional interest. Digital hub training will take place in March and is open to all GNRP volunteers. GNRP will supply additional media material and information for NPC to use. It was agreed that the Village Hall is the preferred venue for a regular community tea, which should include a digital hub. **ACTION – Clerk** to confirm with GNRP and ask them to agree the dates and times. **ACTION – Clerk** to inform the NCA of the idea and to find out applicable costs for hire of the Hall or Cromwell Suite.
- 26.24.4 Members discussed news items to be included in the March/April edition The Village Tribune. **ACTION – Cllr Thomas** to draft. **ACTION – Clerk** to ask GNRP to supply an image for the article.

26.25 FINANCE:

- 26.25.1 It was **resolved** to approve the attached Schedule of Receipts and Payments.
- 26.25.2 It was **resolved** to approve the financial reports for one month to 31st January 2026.
- 26.25.3 It was **resolved** to approve reimbursement to Cllr Dadge for the purchase of a replacement star for the top of the Village Christmas Tree in the sum of £17.49.
- 26.25.4 It was **resolved** to approve the fee for the 2025/26 internal audit in the sum of £65.00.
- 26.25.5 Members considered the quotations from Mark Pinfold Property and Garden Services for the removal of the 'bike ramp' on the playing field, and it was **resolved** to approve works to flatten the ramp as much as possible considering the tree roots, remove the soil, reseed the area and erect fencing up to a sum of £400.00, and install a sign to remind members of the public that CCTV is in operation in the area. **ACTION – Clerk** to purchase the sign.
- 26.25.6 Members discussed an invoice received from Dyno-Rod in the sum of £260.00 excl. VAT for NCA instructed works to clear a blockage of toilet paper and baby wipes and to carry out additional investigation of the sewer (Item 26.25.7), and to note that the invoice was paid by the NCA. It was agreed that the invoice was sent in error to NPC.
- 26.25.7 Members considered a quotation received from Dyno Rod for the repair of a displaced area of sewer that lies between the playing field and the Village Hall, and it was **resolved** not to instruct works at this time, but to monitor for any further issues and to reassess NPC action should they arise.
- 26.25.8 Members **resolved** to approve the Minor Works Agreement with M Group Highways for the previously approved quotation, now including VAT, for the installation of six solar lighting columns and lights in the Village Hall carpark (Cllr Thomas to sign on behalf of the Council). **ACTION – Clerk** to return signed agreement to M Group Highways on Thursday 12th February 2026 so that the works can be scheduled for as soon as possible.

26.26 REPORTS FROM COUNCILLORS AND CLERK.

- 26.26.1 Members received reports from Councillors:
 - a) Cllr Dadge reported that the NCA had mentioned leaves on the ground around the Village Hall and that the triangle area of earth in front of the Village Hall doors would be better if it was gravelled. **ACTION – Clerk** to take action or add item(s) to a future agenda for consideration following a formal request from the NCA.
- 26.26.2 Members received reports from the Clerk on items not covered elsewhere on the agenda.
- 26.26.3 External meetings, conferences, and training: To agree any Council representation, note upcoming dates and receive reports:
 - a) Northborough Community Association meeting, held on Wednesday 21st January 2026 at 7.00pm in The Cromwell Suite, Northborough and Deeping Gate Village Hall: Cllr Dadge reported that the NCA is considering making the door between the Cromwell Suite and the Main Hall soundproof; all members supported this suggestion and agreed that it would be beneficial for users of the Cromwell Suite particularly when music is being played in the Main Hall.
 - b) John Clare Countryside Event, to be held on Thursday 5th February 2026 at 5.30pm at the Knight's Chambers, Cathedral Green, Peterborough: Cllr Chiva attended and will provide a report at a future meeting.
 - c) Northborough Community Association meeting, to be held on Wednesday 18th February 2026 at 7.00pm in The Cromwell Suite, Northborough and Deeping Gate Village Hall.
 - d) Burials Committee meeting, to be held on Monday 23rd February 2026 at 6.15pm in The Cromwell Suite, Northborough Village Hall.
 - e) NPC Working Group meeting, to be held on Monday 23rd February 2026 at 7.00pm in The Cromwell Suite, Northborough Village Hall.
 - f) Good Neighbours - Rural Peterborough Trustees' meeting, to be held on 18th March 2026 via Zoom.

26.27 CORRESPONDENCE RECEIVED:

- 26.27.1 Members noted correspondence received from a resident enquiring as to when regular maintenance of the Old Lincoln Road footpath will commence. It was noted that the paths are in Deeping Gate and The Clerk of DGPC is attempting to resolve the issue with PCC.
- 26.27.2 Members considered correspondence from a resident reporting excessive numbers of cars



parked on Claypole Drive and Clare Road when football matches are played on the playing field and enquiring if there are plans to make more parking available for events on the playing field and noted that the resident enquired about the request for parking restrictions on the corner of Claypole Drive and Castle Drive and the Clerk has asked PCC for an update. It was agreed that there are no plans to make additional parking available and that the temporary closure of the overflow car park may have contributed to parking issues. **ACTION – Clerk** to respond to the resident, and to contact GNFC to ask that owners of cars associated with their events are reminded to park legally and considerately.

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

There being no further business the Meeting closed at 8.33pm.

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

Abbreviations used in these Minutes:

PCC – Peterborough City Council

NPC – Northborough Parish Council

GNFC – Glinton and Northborough Football Club

NCA – Northborough Community Association

GNRP – Good Neighbours Rural Peterborough

Schedule of Receipts and Payments (26.25.1)

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) Burial fees: Grant of Exclusive Right of Burial (two), ashes interment (one), £650.00
- b) Burial fees: Grant of Exclusive Right of Burial (two), ashes interment, grave digging fee (one) direct burial fee, £1060.00.

Payments:

- c) Lloyds Bank Plc: Monthly debit card fee (2nd January 2026), £3.00 (autocard)*
- d) HP Instant Ink UK: Ink subscription (20th December 2025), £13.49 incl. VAT (autocard)*
- e) Amazon Marketplace: Plant support stakes, £6.99 incl. VAT (autocard)*
- f) Staff Salary: Basic (January 2026), £1356.96*
- g) Nest Pensions: January 2026, £81.02 (direct debit)*
- h) Unity Trust: Service charge (31st January 2026), £6.00*
- i) Glasdon UK Limited: Bench, £799.44 incl. VAT (Minute 25.146.8)*
- j) T Thomas: Chair's allowance, £100.00 (Minute 26.11.5)*
- k) Dell Corporation Limited £1104.78 incl. VAT (Minute 25.160.5)*
- l) Staff Salary Adjustment: January 2026, £89.18
- m) HMRC: PAYE (January 2026), £180.20
- n) Beebys: Contracted Grounds Maintenance (31st January 2026), £2085.09 incl. VAT
- o) Starboard Systems Limited t/a Scribe Accounts: Accounting Software (annual subscription), £1,206.72 incl. VAT.
- p) Biffa Waste Services Limited: Cemetery waste management (31st January 2026), £70.75 incl. VAT (direct debit).

