

# Northborough Parish Council

www.northboroughpc.co.uk

Village Hall, Cromwell Close, Northborough, Peterborough, PE6 9DP

clerk@northboroughpc.co.uk 07748 637555

## To All Members of the Council:

You are hereby summoned to attend a Meeting of Northborough Parish Council to be held on **Wednesday 13<sup>th</sup> March 2019** in **Northborough Village Hall, PE6 9DP** starting at **7.00pm**



Catherine Franks, Clerk

The meeting is held in public. Members of the public and media are invited to attend

## AGENDA

19.25 TO NOTE THOSE PRESENT

19.26 TO NOTE APOLOGIES FOR ABSENCE

19.27 TO RECEIVE DECLARATIONS OF INTEREST AND APPROVE ANY WRITTEN DISPENSATIONS

19.28 TO CONFIRM MINUTES OF THE PREVIOUS MEETING, HELD ON Wednesday, 13<sup>th</sup> February 2019

19.29 PUBLIC FORUM

Members of the public are invited at this point to comment on any further item on the agenda; standing orders permit 15 minutes in total

19.30 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS

19.31 TO RECEIVE REPORTS FROM COUNCILLORS AND CLERK:

31.1 Update on resolutions from previous meetings

31.2 Police and crime

31.3 Speedwatch

31.4 Traffic Watch

31.5 External meetings, conferences and training (including Parish Council Liaison Group, Planning Forum, Police Forum)

19.32 PLANNING

To note new applications for planning permission and receive any updates on previous applications:

32.1 To discuss issues relating to potential development in the village.

32.2 Neighbourhood Plan: To receive an update from Councillors John Dadge and Rob Chiva

32.3 19/00198/LBC, 1 Church Street: Internal alterations

19.33 VILLAGE AMENITIES AND MAINTENANCE

33.1 Defibrillators

a) To receive update on defibrillator management

33.2 Village Hall and Playing Field

a) Lighting: To receive a report on investigation into lighting options

b) Car park resurfacing: To note update, including agreement to install a conduit.

c) Football Club: To note contribution by the club towards grass-cutting costs and consider a

- request for more storage space.
  - d) Gym Equipment. To consider a proposal for the purchase of gym equipment, funded by National Lottery Community Fund, and additional costs necessary for installation.
  - e) Community/sensory garden. To note updated plans for development, subject to funding
  - f) Peterborough Communities Fund invitation for applications: update on funding application
- 33.3 Burial Grounds
- a) Verbal report from Clerk on recent activity, including burial records
  - b) Update on churchyard footpath refurbishment
- 33.4 Other Green Space
- a) Village entry point planters
    - i) To note CLF funding received from PCC via Cllrs Hiller and Holdich
    - ii) To consider a proposal for expenditure on this project.
  - b) Village sign – to receive an update from Malcolm Spinks
- 33.5 Footpaths and Highways

19.34 CORRESPONDENCE

To note items received, not covered elsewhere on the agenda:

19.35 FINANCE and GOVERNANCE

- 35.1 To discuss banking authorisation arrangements.
- 35.2 To note final External Auditors report for 2017/18 and Clerk's comments.
- 35.3 To confirm appointment of CANALBS Ltd as 2018/19 internal auditor.
- 35.4 To note cost of living rise for staff salaries from 1<sup>st</sup> April 2019.
- 35.5 Elections: To receive a briefing from the Clerk and consider expenditure to encourage nominations for the forthcoming Parish Council election
- 35.6 Annual Village Meeting: To discuss arrangements and planning responsibilities
- 35.7 To Approve the Financial Report for the year to 28<sup>th</sup> February 2019
- 35.8 To Note money Received:
  - a) Peterborough City Council: CLF funding, £500.00
  - b) Central England Co-op: Fees for Charman, £1,150 (cheque)
  - c) Village Hall Committee: cleaning contract £339.27
  - d) Mrs J M Toms: interment fee, £150.00 (cheque)
- 35.9 To Note items Paid since the last meeting:
  - a) Staff Pay and Expenses for February 2019, £1,900.99
  - b) HMRC: PAYE/NI for February 2019, £44.54
  - c) Defibrillator data cable, additional cost of £11.88 for delivery, paid by Clerk and reimbursed under a) above.
- 35.10 To Agree items for Payment.
  - a) Catherine Franks: reimburse data protection registration fee, £40.00
  - b) Richard Harding: Grounds Maintenance for February, £482.50
  - c) PKF Littlejohn: External auditor fee for 2017/18 review, £240.00
  - d) 23ccc: Web hosting 1.3.19 to 29.2.20, £168.00
  - e) Village Advertiser (A&M Print Ltd): election adverts, £282.00
  - f) D Watt Roadways Ltd: car park surfacing and cable conduit, £12,660
  - g) Transfer from Instant Access Account to Current Account, £15,000

19.36 NEXT MEETING

- 36.1 To note any items for inclusion at a future meeting
- 36.2 To note date of the next meeting, Wednesday 10<sup>th</sup> April 2019