

Northborough Parish Council

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Minutes of a Meeting of Northborough Parish Council
held on **Wednesday 12th February from 7.00pm**

DRAFT MINUTES TO BE APPROVED AT THE NEXT MEETING

- 20.15 PRESENT: Vice Chair Malcolm Spinks (acting Chair throughout), Councillors Rob Chiva, Brian Spriggs, Emma Watts. Chair John Dadge from Item 20.26.3 (7.45pm)
IN ATTENDANCE: Speaker Richard Astle, Residents Elaine Mann, David Aldwinkle. Lorna Richardson (from Item 19.20 (7.20pm))
- 20.16 APOLOGIES FOR ABSENCE: Clerk Catherine Franks (illness)
- 20.17 COUNCILLOR VACANCIES:
17.1 No applications were received for co-option. Two residents expressed interest and took forms to complete. Item carried forward
17.2 With regret, councillors noted the resignation of Councillor Steve Milne. A notice of casual vacancy will be published on 13th February 2020
- 20.18 DECLARATIONS: No declarations of interest were received
- 20.19 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING, HELD ON Wednesday, 8th January 2020.
Carried forward to the next meeting
- 20.20 REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS
Invited speaker: Richard Astle, Chair of Langdyke Trust spoke on Clare Country Plans. Richard spoke of extensive wildlife loss not just in this area but worldwide. His aim is to restore the balance across the Langdyke area. By getting Parish Councils on board we can do mass tree planting, wildflower meadows and similar in a more joined up way, thus creating a legacy in this area for future generations and attracting people to enjoy our haven. Richard Astle left after this item, at 7.20pm.
- 20.21 PUBLIC FORUM: No items raised
- 20.22 REPORTS FROM COUNCILLORS AND CLERK: Carried forward to next meeting
- 20.23 PLANNING
23.1 20/00146/CTR: 52 Church Street, tree-felling. Agreed to refer to Tree Officer at PCC.
23.2 Neighbourhood Plan: Cllr Chiva reported that the draft plan had been forwarded to a consultant. Cllrs Dadge and Chiva to meet further with the Planner
23.3 20/00157/HHFUL: 76 Lincoln Road, single storey rear extension and alterations to garage. No objections or comments.
- 20.24 EVENTS.
It was noted that the V E day Celebrations have now been dropped. Lyn Steen advised
- 20.25 VILLAGE AMENITIES AND MAINTENANCE
25.1 Village Hall and Playing Field
a) To receive an update on progress with review of the Village Hall lease. No update available at this time. Malcolm Spinks to attend Village Hall Committee Meeting of 19th February and will

report back.

25.2 Burial Grounds

- a) Further meeting to be held in late February regarding management of this and future proofing it.
- b) Update on refurbishment of the church footpath. Plans sent to Polly Beasley who forwarded these to church diocese for agreement. Once approval is gained we can move forward acquiring quotes

25.3 Other Green Space

- a) Emergency repair work: to note work undertaken to secure the boundary of Church View green area following storm damage. This fence was bought down by the recent storms. The land was given to the parish originally by David Wilson homes and as such the responsibility lies with the Parish Council to repair or renew as required. We instructed Richard Harding to do this as soon as the materials are available as a matter of urgency.
At this point Cllr Chiva spoke about this being one of the possible areas for meadow planting. Cllr Chiva has asked Richard Harding to quote for scarifying the grass top to allow the area to be clear in order for meadow plants to take hold.

25.4 Footpaths and Highways

- a) To consider proposal for welcome signs to be attached to village planters. Proposed cost Approved later in meeting, after arrival of Cllr Dadge and following 20.26. Work to be delayed pending maintenance work on the planters.
- b) Update on notification of RAF observation post access issue passed to PCC. **Cllr Spinks** to chase PCC
- c) To discuss email received from resident about restoration of an area on Church Street. Cllr Dadge to action. Cllr Spriggs also mentioned large hole in pavement. **Clerk to report** to Peterborough City Council. (contact Cllr Spriggs for details of location).

20.26 CORRESPONDENCE, To Note:

26.1 Email from CAPALC inviting members to comment on proposals to become incorporated. Noted

26.2 Email from resident requesting support for XR event in Northborough on 16th February. Noted.

We continued to discuss this with the view that it is a political movement and we need to remain politically neutral. Therefore funding declined. **Clerk** to confirm the reasons why this decision was reached in e-mail to this resident. Resident Laura Richardson left during this item and Cllr Dadge arrived at this point

26.3 Confidential email from Cambridge County Council about Operation London Bridge. Noted

20.27 FINANCE AND GOVERNANCE

27.1 To agree a date for the Annual Village Meeting 2021. Carried forward

27.2 To note change of council surgeries from regular to occasional occurrence. To be discussed with Clerk, was felt monthly may work. Carried forward

27.3 To sign grounds maintenance contracts to 31st March 2023 with Richard Harding & Son Landscaping as previously agreed (Minute 19.135.3): All carried forward

- a) St Andrew's Churchyard, Cemetery, Church View and East Road open spaces;
- b) Grass Cutting, Northborough Playing Field;
- c) Grass Cutting, Northborough Parish Verges;
- d) Addendum to all Grounds Maintenance contracts

27.4 To note recruitment of temporary assistant post, closing date 29th February 2020. Carried forward

27.5 To Approve the Financial Report of 31st January 2020. Carried forward

27.6 Receipts and payments were Noted and Approved according to the attached schedule

20.28 NEXT MEETING

28.1 Items for future consideration. None other than noted above

28.2 Next Council meeting to be held on Wednesday 11th March 2020 at 7.00pm

Meeting closed at 19:59

Schedule of Receipts and Payments (Item 20.27.6):

Receipts:

- a) Northborough Community Association: cleaning contract, January 2020, £355.74
- b) L Smith: burial deeds, £500.00
- c) PCC: credit note for incorrect grass-cutting invoice, £4,899.60

Paid since the last meeting:

- d) Staff Pay and Expenses for January 2020, £1,409.42
- e) HMRC: Employee/Employer NI for January 2020 £NIL, plus September 2019, £0.58 (carried forward)
- f) NEST: Employee/employer pension contribution January 2020, £47.60 (by direct debit)
- g) Lloyds Bank plc: monthly debit card fee December, £3.00

To be authorised for Payment:

- h) Richard Harding: Grounds Maintenance including playing field for January, £482.50.
- i) Viridor Waste Management: Waste removal January 2020, £43.18 pending invoice
- j) Brian Spriggs: reimburse materials for picnic tables, £7.40
- k) Starboard Systems Ltd: accounting software annual licence, £339.00
- l) Information Commissioners Office: annual data protection fee, £40.00 (by debit card)