

# Northborough Parish Council

www.northboroughpc.co.uk

Village Hall, Cromwell Close, Northborough, Peterborough, PE6 9DP  
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## To All Members of the Council:

You are hereby summoned to attend a Meeting of Northborough Parish Council to be held on **Wednesday 11<sup>th</sup> March 2020** 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

20.29 TO NOTE THOSE PRESENT

20.30 TO NOTE APOLOGIES FOR ABSENCE

20.31 COUNCILLOR VACANCIES:

To consider any applications received and co-opt up to three councillors

20.32 DECLARATIONS: To receive declarations of interest in items on the agenda and to grant any written requests for dispensations for disclosable pecuniary interests

20.33 TO CONFIRM MINUTES OF PREVIOUS MEETINGS, HELD ON Wednesday, 8<sup>th</sup> January 2020 and Wednesday 12<sup>th</sup> February 2020

20.34 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS

Invited speaker – John Parsons, maker of bat/bird boxes for tree planting plans

20.35 PUBLIC FORUM

Members of the public may comment on any further item on the Agenda; standing orders permit 15 minutes

20.36 PLANNING

36.1 Neighbourhood Plan: To receive an update on continuing development of the plan

36.2 Planning applications: None received at date of publication

20.37 VILLAGE AMENITIES AND MAINTENANCE

37.1 Village Hall and Playing Field: To consider a proposal for the review of the current lease on the Village Hall and approve instruction of the Council's solicitor to proceed

37.2 Burial Grounds

a) Verbal report on recent cemetery activity and Burials Committee actions

b) To receive an update on plans for refurbishment of churchyard path

37.3 Other Green Space

a) To note the use of emergency delegated powers under the council's Financial Regulation 1.35 in order to secure the boundaries of Church View green with the school playing field and 66 Church View.

b) To approve further groundworks on Church View green to level area along new fence.

c) Discussion to further plans for tree/wildflower and street furniture strategy

37.4 Footpaths and Highways

- a) To receive update on welcome signs to be attached to village planters
- b) To receive update on RAF observation post access issue passed to PCC
- c) To note report of hole in pavement on Church Street, passed to PCC

**20.38 FINANCE AND GOVERNANCE**

- 38.1 To re-confirm date and time for the Annual Village Meeting 2020
- 38.2 To agree a date for the Annual Village Meeting 2021
- 38.3 To note change of council surgeries from regular to occasional occurrence
- 38.4 To sign grounds maintenance contracts to 31<sup>st</sup> March 2023 with Richard Harding & Son Landscaping as previously agreed (Minute 19.135.3):
  - 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
- 38.5 To note recruitment of temporary assistant post, closing date 31<sup>st</sup> March 2020, to approve salary level and agree interview panel
- 38.6 To sign bank mandate to add new signatories, remove former Cllr Milne as signatory and amend Cllr Spinks registration to include administrative rights.
- 38.7 To Approve the Financial Reports of 31<sup>st</sup> January 2020 and 29<sup>th</sup> February 2020
- 38.8 To Approve receipts and payments according to the attached schedule

**20.39 REPORTS FROM COUNCILLORS AND CLERK:**

- 39.1 Update on resolutions from previous meetings (those not elsewhere on agenda)
- 39.2 Reports from councillors on portfolio of responsibilities and projects not elsewhere on the agenda
- 39.3 External meetings, conferences and training – to note upcoming dates and receive reports

**20.40 CORRESPONDENCE: None received at date of publication**

**20.41 NEXT MEETING**

- 41.1 To note any items for future consideration
- 41.2 To note date of the next Council meeting, Wednesday 8<sup>th</sup> April 2020

**Schedule of Receipts and Payments (20.38.8):**

Receipts:

- a) Northborough Community Association: cleaning contract, February 2020, £355.74
- b) Central England Co-op: memorial fee, £90.00

Paid since the last meeting:

- c) Staff Pay and Expenses for February 2020, £1,417.84
- d) HMRC: Employee/Employer NI for February 2020 £NIL, plus September 2019, £0.58 (carried forward)
- e) NEST: Employee/employer pension contribution February 2020, £49.09 (by direct debit)
- f) Lloyds Bank plc: monthly debit card fee February, £3.00

To be authorised for Payment:

- g) Richard Harding: Grounds Maintenance including playing field for February, £482.50.
- h) Viridor Waste Management: Waste removal February 2020, £43.18 pending invoice
- i) Greens Garage: supply of Christmas tree lights, £90.00
- j) Richard Harding: Replacement of collapsed fence and associated works, £1,750.00
- k) Richard Harding: Making good of surface around swings, £100.00