

Deeping Gate Parish Council

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To All Members of the Council:

You are hereby summoned to attend the **Annual Meeting of Deeping Gate Parish Council** to be held on **Tuesday 12th May 2026**, starting immediately after the Annual Parish Meeting (which commences at 7.00pm) in The Cromwell Suite, Northborough & Deeping Gate Village Hall, Cromwell Close, Northborough PE6 9DP.

Members of the public and media representatives are welcome to attend.



Elinor Beesley, Clerk

AGENDA**ATTENDANCE****26.49 ELECTIONS AND DECLARATION OF OFFICE:**

- 49.1 Election of Chair for year 2026/27.
- 49.2 Election of Vice-Chair for year 2026/27.
- 49.3 Elected Chair and Vice-Chair to sign Declarations of Acceptance of Office.

26.50 APOLOGIES FOR ABSENCE: To receive and accept apologies for absence.**26.51 DECLARATIONS OF INTEREST:** To receive declarations of interest and to consider any written requests for dispensations for disclosable pecuniary interests in items on the Agenda.**26.52 PUBLIC FORUM:** Members of the public may comment on any item of business on the agenda; Standing Orders permit a total of 15 minutes for this item, with a maximum of 5 minutes per person.**26.53 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING,** held on Tuesday 14th April 2026.**26.54 TO RECEIVE REPORTS FROM WARD COUNCILLORS or OTHER INVITED SPEAKERS:** None at the date of publication.**26.55 COUNCILLOR VACANCIES:** To note the Notice of Casual Vacancy has been published and should no election be called, the Council may consider applications for co-option of up to one Councillor from 23rd May 2026.**26.56 COUNCILLOR RESPONSIBILITIES:**

- 56.1 To confirm portfolio of responsibilities for the year 2026/27.
- 56.2 To agree the asset inspection schedule and responsible Councillors.

26.57 APPOINTMENT TO OUTSIDE BODIES: To agree Parish Council representation on:

- 57.1 Northborough Community Association
- 57.2 Parish Council Liaison Group
- 57.3 Maxey Relief In Need Charity
- 57.4 Deepings River Action Group

26.58 REGULATORY DOCUMENTS: To re-adopt:

AGENDA

Deeping Gate Parish Council

- 58.1 Standing Orders
- 58.2 Financial Regulations
- 58.3 Code of Conduct
- 58.4 Risk Management Policy

26.59 ASSET REGISTER AND INSURANCE COVER:

- 59.1 To review the current Asset Register for insurance purposes.

26.60 ANNUAL GOVERNANCE:

- 60.1 To confirm receipt of the JPAG Practitioners Guide 2025/26.
- 60.2 To note Internal Audit Report 2025/26.
- 60.3 To approve the Certificate of Exemption 2025/26, and Chair and Clerk to sign.
- 60.4 To approve Annual Governance Statement 2025/26, and the Chair and Clerk to sign as a true record.
- 60.5 To approve Accounting Statements 2025/26, and the Chair to sign as a true record.
- 60.6 To note the Bank Reconciliation at 31st March 2026, to accompany the AGAR 2025/26.
- 60.7 To note the Explanation of Variances to accompany the AGAR 2025/26.
- 60.8 To confirm the dates for the Period for the Exercise of Public Rights for 2025/26 as Wednesday 3rd June 2026 to Tuesday 14th July 2026.

26.61 GOVERNANCE:

- 61.1 To note payments made under delegated powers: None at date of publication.
- 61.2 To consider and approve changes to the bank mandate.

26.62 PLANNING:

- 62.1 To consider application 26/002005/HHFUL: Demolition of existing conservatory, outbuilding and garden walls, and erection of single-storey rear and side extension.
- 62.2 To note applications and decisions received after the publication of the Agenda.

26.63 NEIGHBOURHOOD PLAN:

- 63.1 To receive a report on Neighbourhood Plan consultation questionnaire responses received.
- 63.2 To agree the next steps and responsibilities in the Neighbourhood Plan consultation process.

26.64 VILLAGE AMENITIES and MAINTENANCE:

- 64.1 To review outstanding maintenance and Councillors' actions where not covered elsewhere on the agenda, and to note completed maintenance works.
- 64.2 To receive an update on the installation of the new noticeboard in Suttons Lane.
- 64.3 To note that a resident enquired whether DGPC was aware of flyposting of Restore UK flyers in the Parish, and they reported that they would report the incidents to PCC.

26.65 BIODIVERSITY AND NATURE: None.

26.66 COMMUNITY AND EVENTS:

- 66.1 To confirm responsibilities and plans, and approve the purchase of any equipment required for the Spring Litter Pick to be held on Sunday 17th May 2026.

26.67 FINANCE:

- 67.1 To approve the Schedule of Regular Payments to suppliers for the year 2026/27.
- 67.2 To approve receipts and payments according to the attached schedule.
- 67.3 To approve Financial Reports for one month to 30th April 2026.
- 67.4 To approve the Chair's allowance for year 2026/27 in the sum of £100.00.
- 67.5 To consider a Community Grant Application from Deeping Rangers FC for a contribution towards their new 3G pitch.

26.68 REPORTS FROM COUNCILLORS AND CLERK:

- 68.1 To receive reports from Councillors.
- 68.2 To receive a report from Clerk on items not covered elsewhere on the Agenda.
- 68.3 External meetings, conferences and training: to receive reports, note upcoming dates and agree

Council representation and attendance:

- a) Northborough Community Association meetings, held on Wednesday 15th April 2026 at 7.00pm in Northborough & Deeping Gate Village Hall.
- b) Northborough Community Association meeting, to be held on Wednesday 20th May 2026 at 7.00pm in Northborough & Deeping Gate Village Hall.

26.69 CORRESPONDENCE RECEIVED:

- 69.1 To note correspondence received regarding the FutureNow Project run by PECT.

26.70 NEXT MEETING: To confirm the date of the next Council meeting as Tuesday 9th June 2026.

Abbreviations used in this Agenda:

DGPC – Deeping Gate Parish Council

PCC – Peterborough City Council

PECT – Peterborough Environment City Trust

Schedule of Receipts and Payments (26.67.2)

Items marked * were paid prior to the meeting as per the agreed Schedule of Regular Payments (Minute 26.67.1), 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 is indicated, it was not charged by the supplier.

Receipts:

- a) HMRC: VAT refund (31st March 2025 to 1st April 2026), £492.92
- b) PCC: First instalment of the parish precept, £4,986.22

Payments:

- c) Staff salary: April 2026, £320.00 (standing order)*
- d) Unity Trust Bank: Service charge (March 2026), £7.00*
- e) Staff salary adjustment: April 2026, £87.59
- f) HMRC: PAYE (April 2026), £90.00