

Newborough and Borough Fen Parish Council

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Minutes of a meeting of Newborough and Borough Fen Parish Council held on Thursday 3rd February 2022 at the village hall, Guntons Rd, Newborough, commencing at 7.15pm

Present: Councillors Kevin Angrave (Chair), John Rowell, Vicki Coleman, Dawn Stilwell, Graham Britton, Patrick Skerritt, Bryan Cole and Chris Taylor.

Also in attendance: Irene Healiss (Clerk), Ward Councillors Steve Allen, Nigel Simons, Richard Brown. Eleven (11) members of the public.

Cllr Taylor stated that he will be recording the meeting.

Public Participation:

Queries raised regarding the proposed skate ramp at Fernie Close Park and the hedging gap (Jelsons), which is in hand.

1538/2-22 **Apologies for absence:** were received and approved for Cllrs Hercock and Henderson. Cllr Stilwell apologised that she would be attending late.

1539/2-22 **To receive Disclosable Interests Declarations**

Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012. All dispensation requests must be made to the Clerk prior to the meeting.

Cllr Britton declared an interest in items 7,8,9 under village and community 1544/2-22.

1540/2-22 **Minutes of the meeting of 6th January 2022:**

It was proposed by Cllr Cole, seconded by Coleman and **resolved** to approve the minutes for signing.

1541/2-22 **Matters arising from minutes of 6th January 2022:**

The Clerk advised that the January payments did not reflect two (2) autorenewals; McAfee at £59.99 and CC Cleaner at £24.95.

1542/2-22 **Matters for information and reports:** *THE ELECTION OF VICE CHAIR.*

1. It was agreed to defer ~~this item~~ to the next meeting.
2. The Newborough and Borough Fen refuse collection day is changing to Fridays as of March 4th, 2022. Independent consultation with Fernie Close residents highlighted more opposition to a skate ramp than favour - PC perhaps to consider an area more cognisant to its locality and amenities. Peter Tebb confirmed delay regarding the village white gate installations, with the earliest completion date offered being the end of February.
Cllr Taylor attended the recent PC liaison meeting; GNS discussions- PCC will remain in close contact with parish councils. A memo of understanding will ensure an enterprising approach to residents. No updates to report regarding HGVs through the village.
7:34pm Cllr Stilwell attended the meeting.
3. It was proposed by Cllr Taylor, seconded by Cllr Cole and **resolved** to accept Mr Thompson for co-option onto the Council. The relevant acceptance of office declaration was duly signed.

4. Two further applicants were considered for co-option. One (1) vote for Mr Ormston, four (4) votes for Mr Hill and three (3) abstentions. It was therefore agreed that Mr Hill be accepted for co-option onto the Council and the relevant acceptance of office declaration was duly signed.
5. Tree safety surveys carried out by the church commissioners last year identified four (4) items of work for the Fernie Close Park and will be remedied by them directly. Concern previously raised by residents regarding identified trees at the park were not highlighted as problematic in the report – the Clerk to write to residents concerned with an update.
6. It was proposed by Cllr Stilwell, seconded by Cllr Cole and **resolved** to adopt the co-option and privacy policies presented by the Clerk.
7. Peterborough Environment City Trust offered a presentation regarding the Queens Green Canopy project, including information regarding the environmental life management scheme being launched in September 2023.

Eight (8) members of the public left the meeting.

1543/2-22 Finance

(s150, s111 LGA 1972)

- 1-2. It was proposed by Cllr Taylor, seconded by Cllr Coleman and **resolved** to approve the accounts and Clerks expenditure for payment.
3. The monthly bank reconciliation for January was agreed as correct.

February Payments

27/2/22	Payroll	S/O 27 th Feb 2022	Salary	£1167.15
4/2/22	Clerk – expenses	BACS	Home as office	£16.00
			Postage	£6.01
			Travel to and from Newborough on 25/1/22 @.45p per mile	£15.30
4/2/22	Inland Revenue	BACS	N/I	£233.84
4/2/22	Superannuation (Clerk £76.33) (NBFPC £298.37)	BACS	Pension	£374.70
4/2/22	Vodafone Ltd	D/D	Mobile phone	£23.78
20/2/22	IONOS by 1&1	Debit card	Website domain	£6.00
4/2/22	CGM	BACS	Parish maintainance	£540.76
4/2/22	Printer Inks	BACS	Ink	£154.75
4/2/22	SLCC	BACS	Membership	£171.00
19/2/22	ICO	D/D	Renewal	£35.00
4/2/22	Newborough village hall	BACS	Rent (Dr's surgery)	£2500

1544/2-22

Village and Community:

1. If pursued via a local commercial publisher, generating a community magazine may be at a cost to the PC. Cllr Angrave will update further when this is ready for PC consideration.

Cllr Skerritt stepped out at 20:34 pm and reattended the meeting at 20:37 pm.

2. It was proposed by Cllr Britton, seconded by Cllr Skerritt and **resolved** for Cllr Coleman to research planning and costing an event to be held in the village for the Queens Jubilee weekend; to be agreed at the next meeting - the Clerk to assist.
A Jubilee summer fete is also running in July to assist the local church with maintenance costs and is being organised independently from the PC.
3. It was proposed by Cllr Cole, seconded by Cllr Taylor and **resolved** for the Clerk to research owl boxes along Middle Road to combat pest control issues in the area.
4. Updated under 1552/2-22.2
5. It was agreed that Cllr Stilwell investigate the upcoming GNS renewal, and how membership benefits the wider Newborough and Borough Fen community. Considerations will include benefitted recipients of the scheme, training, safeguarding, costings, volunteers, isolated residents. Cllr Stilwell will contact Wendy Sayer for further information and report back.
6. The Clerk confirmed that together with VIVACITY, the parish council can hold a free sports day at Coronation field for local children during the May half term. Cllr Coleman offered to assist with organising the event.
7. Peterborough property records confirmed that PCC will continue to act in a regulatory capacity only regarding the protected trees on the land behind Waterfall Gardens. If the parish council or residents consider adopting the land/ taking adverse possession, there will be no objection. It was agreed for the council to resolve this matter at the next meeting.
Cllr Britton stepped out at 21:08 pm and re-attended the meeting at 21:10pm.

8. One (1) additional telephone box quote was offered by the Clerk for consideration regarding a book exchange. No further quotes regarding landscaping were forthcoming prior to the meeting. The Clerk will continue to research appropriate contractors for the work.
9. It was proposed by Cllr Taylor for the Clerk to contact Sports England with the presented options for the skate ramp placement and design at Fernie Close - the proposal requires statutory consultation at the formal planning application stage. If the plans are suitable with no requirements for further details in the proposal and specifications, the Clerk will compile the planning application and circulate to the Council prior to submission. If unsuitable, the Council will consider an architect's quote for design. The planning application fee was confirmed as approximately £1014. This was seconded by Cllr Stilwell and **resolved** to do so. There was one (1) abstention.
The Clerk has in the first instance contacted Sports England, the council's pollution control team and drainage engineer, the archaeological evaluation team and police architectural liaison officer for initial comment on the project.

1545/2-22


Allotments:

- Cllr Angrave will further research costings for deck posts as markers at the allotments.
- It was proposed by Cllr Stilwell, seconded by Cllr Coleman and **resolved** that CGM trim the overgrowth identified on two (2) vacant plots in preparation for re-tenancy. A notice to quit has been displayed on plot 7a for a period of thirty (30) days with no response.
- The Clerk will contact NAS regarding possible self-management at the allotments and explain the process to tenants for consideration.
- Tenant request received regarding an allotment shed – proposed size agreed by Council.
- Bees at the allotments – Cllr Angrave to action.

1546/2-22

Burial Authority:

Deferred to the next meeting.



1547/2-22 Planning Applications

- 21/02002/FUL – Retention of existing day room/garden room and continued use of building for hairdressing by the applicant for single clients by appointment only at 18 Waterfall Gardens, Newborough, PE67QN. Comments to be received by 7/2/22. The Council agreed to offer no comment.

Permitted/Refused/Withdrawn

None.

1548/2-22 Matters as agenda items for future consideration (decisions cannot be made under this item)

Land behind Waterfall Gardens, Queens Jubilee, allotment markers.

1549/2-22 Correspondence

- Received from Landmark Planning regarding possible development land north of Williams Close/ east of Bramble Close.
- FOI request received.

1550/2-22 The following items are to be held as a closed meeting due to sensitive, personal and commercial data to be discussed.

[Public Bodies \(admission to Meetings\) Act1960 s1\(2\)](#)

It was proposed by Cllr Angrave, seconded by Cllr Taylor and **resolved** to hold the following meeting as a closed session.

The closed meeting commenced at 21:51 pm.

- Proposal for a new HR committee – deferred to the next meeting.
- Maintenance contract review.
Three (3) quotations considered by full council– proposed by Cllr Rowell, seconded by Cllr Coleman and **resolved** to continue with CGM on a three-year contract as per the pricings offered below:-
March 2022 – February 2023 - £5,569.72 +VAT Per Annum
March 2023 – February 2024 - £5,736.81 +VAT Per Annum
March 2024 – February 2025 - £5,908.91 +VAT Per Annum
(VAT is chargeable at 20%)
Waste licence and insurance seen by the Clerk.
- It was proposed by Cllr Taylor, seconded by Cllr Cole and **resolved** for the Clerk to further investigate available land within the parish, and land surrounding the garden allotments for the Queens Green Canopy tree planting initiative, including obtaining legal advice/ quotes where necessary.
- It was proposed by Cllr Rowell, seconded by Cllr Coleman and **resolved** for the Clerk to seek specialist legal advice/quotes regarding appropriate tenancy agreements.

The closed meeting ended at 22:05 pm.

The next full Council meeting is on Thursday 3rd March 2022 at 7:15pm in the village hall. There being no further business the meeting closed at 22:05 pm.

