

# Newborough and Borough Fen Parish Council

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## Minutes of a meeting of Newborough and Borough Fen Parish Council held on Tuesday 20<sup>th</sup> July 2021 at the village hall, Guntons Rd, Newborough, commencing at 7.15pm

Present: Councillors Kevin Angrave (Chair), John Rowell, Dawn Stilwell, Eileen Hercock, Graham Britton, Sean Gleeson, Bryan Cole and Chris Taylor.

Also in attendance: Irene Healiss (Clerk) and Ward Councillors Steve Allen, Richard Brown. (Apologies given by Cllr Simons.)

Not present: Cllr Henderson.

5 members of the public.

### **Public Participation:**

An update was requested regarding a preliminary survey which had been carried out some time ago affecting the pollarding of trees along Willow Drove. It was clarified that this had been conducted by Skanska or PCC.

**1477/7-21**      **Apologies for absence:** were received and approved for Councillors M and W Cave.

**1478/7-21**      **Disclosable Interests:** [Regulation 2012 \(SI 2012/1464\)](#) (NB this does not preclude any later declarations)  
Declared by Councillor Angrave regarding item 7 under village matters.

**1479/7-21**      **Minutes of the meeting of 22nd June 2021:**  
It was proposed by Cllr Cole, seconded by Cllr Gleeson and **resolved** to approve the minutes for signing.

**1480/7-21**      **Matters arising from minutes of 22nd June 2021:**  
None.

**1481/7-21**      **Matters for information and reports:**

1. Two (2) newly elected Councillors were received by the Council, and relevant acceptance of office declarations were duly signed by Cllr's Stilwell and Hercock.
2. There was discussion surrounding possible PCC collaboration for a zebra crossing on Guntons Road by Soke Road. The cost of garden waste bins has been raised - these are discretionary increases as opposed to a rise in Council tax costs. Suggestion was given for a boardwalk on Thorney Road, and the ongoing speed survey has been delayed due to the issues afforded by COVID. The yellow lines on School Road now push the parking issues further down the road and have not solved the initial problem.
3. Peterborough City Council clarified that the verges on either side of the carriage way on Guntons Road are Highway verges, and that no licence fee would be applicable. The gateways will need to be 450mm from the kerb or highway edge to meet regulations. The speed limit consultation is now being progressed with. Concern was raised regarding a lack of visibility to the 'slow down' speed sign on Guntons Road as the sign is dirty and obscured by overgrown foliage.
4. The village hall trustees requested that PC meetings conclude by 10pm and if future meetings could be re-arranged to align with current hall bookings. It was proposed by Cllr Angrave, seconded by Cllr Cole and **resolved** for the next PC meeting to take place on Thursday 2<sup>nd</sup>

September. Moving forward, Parish Council meetings will take place on the second Thursday of the month. The Clerk will confirm this with the village hall contact.

5. There was discussion surrounding 'Councillor' posts using social media platforms and that clarification is needed surrounding this matter. The Clerk updated the Council that CAPALC are offering social media training in the Autumn at a cost of approximately £500 plus VAT. It was proposed by Cllr Taylor, seconded by Cllr Cole and **resolved** to defer this item until after the social media course.
6. It was proposed by Cllr Taylor, seconded by Cllr Cole and **resolved** for the Council to use 'Murray Signs' to provide the signage at Fernie Close Park. An additional quote was offered by 'Graphics UK'. (A full quote report was offered at the last meeting.) The sign is to be 1200mm by 1200mm and is to be an all-inclusive single sign, also incorporating gym equipment information. The Council approved the wording submitted by the Clerk with two amendments; only 'no dog fouling' and to include 'no motor vehicles permitted past this point'. The Council agreed a limit of £200 + VAT for the Clerk to order the sign, and a maximum of three (3) hours for installation, charged at £50 per hour. Posts and clips are to be included in the order. The Chairman will meet the contractor on site to confirm the sign's location.
7. Concern was raised that a Newborough and Borough Fen community leaflet-based poll may pose significant issues regarding door-to-door distribution, time frames and auditing results. It was proposed by Cllr Angrave, seconded by Cllr Taylor and **resolved** to decline the community poll in favour of allowing the Parish Council to allocate future s106 spending for the benefit of the parish.
8. It was proposed by Cllr Cole, seconded by Cllr Angrave and **resolved** for the Council to become members of the National Allotment Society at an annual cost of £55 + VAT.
9. It was proposed by Cllr Taylor, seconded by Cllr Stilwell and **resolved** for the Clerk to enrol on the GDPR training via the SLCC at a cost of £30 + VAT.

#### 1482/07-21 Village Matters:

The Chairman wished to formally thank two local young people who recently collected litter around the village parks. It was agreed for the Clerk to send a letter and certificate of thanks on behalf of the PC for their contribution to the community.

1. The bus shelter in Milking Road is located at the midway point of its three (3) mile road. Issues regarding utilising Moor Farm shop remain with the gates being shut at night for security reasons, therefore prohibiting any access to a public defibrillator. It was proposed by Cllr Angrave, seconded by Cllr Taylor and **resolved** for the Milking Nook defibrillator to be placed in the bus shelter and for option 1b to be ordered through the Community Heartbeat Trust quotation. This device is also suitable for a location with no available power; Zoll AED 3 with spare electrodes, thermal carry case, 5-year adult/child electrodes, 5-year battery, visualised instructions and CPR feedback. Also including a Shockbox Sentry locked cabinet, community signage and delivery, for £2130 + VAT.  
It was also proposed by Cllr Cole, seconded by Cllr Glesson and **resolved** for the order to be made as soon as possible and if necessary prior to receipt of subsequent s106 money, due to possible health and safety implications for the community. Cllr Angrave is to investigate installation for the cabinets and is to also clarify to the Clerk the type of cabinet currently located outside of Mandairs shop.
2. It was agreed that the Milking Nook noticeboard is currently situated in a dangerous position and is to be moved to the bus shelter. As the Perspex is 'milky', notices cannot be read nor can the Perspex be replaced due to its construction within the notice board.
3. It was proposed by Cllr Taylor, seconded by Cllr Cole and **resolved** for the Council to order four (4) tins of differing paint colours for the multi-unit at Fernie Close at a cost of approximately £300 including brushes. Cllrs are to dedicate some spare time to painting this equipment. There was one (1) vote against, and one (1) abstention. Cllr Angrave will purchase the necessary specialist paint, which is currently on offer at approximately £40 per 2.5 litre tin, sourcing blue, red, yellow, and black. The paint will cover the rust if first removed and will require two coats. As there is public access to the equipment, the multi-unit will require cordoning/fencing off and the

necessary risk assessment and COSHH will need to be completed prior to the commencement of work. Council insurance covers Cllrs for personal accident, employer's and public liability.

4. It was agreed to defer this item to the next meeting.
5. Cllr Cole contacted PCC for an update as this matter has been ongoing for over a year. As PCC are still unable to recruit someone, they are consulting with Lincolnshire County Council to proceed with this. A written update will be provided by PCC to Cllr Cole, and this will be shared with the Clerk and disseminated to the Council.
6. The dyke has now been cleared by CGM at the agreed original quote of £305 + VAT and looks tidy. Consultation with the residents will be required regarding whether benches are wanted at this location. Any work to the silver birch tree would need to be completed by a qualified arborist and the Olive tree is to remain. A resident suggested utilising a community working party to clear the area. It was proposed by Cllr Gleeson, seconded by Cllr Stilwell and **resolved** for the Clerk to contact CGM to provide a quote for removing all the growth near to the village sign to about 18 inches. Cllr Angrave agreed to meet the contractor on site to clarify the work required. To progress with this, the Council authorised a £600 maximum budget to the Clerk, following receipt of the quote.
7. It was agreed to defer this item to the next meeting.
8. It was confirmed by the Coronation Field Committee that they are currently not able to accommodate adult football at the field, although 10-11 football can be catered for at the pitch. Cllr Taylor will contact local football organisers regarding this. The football pitch at Fernie Close needs to be made safe, requires rotavating and re-seeding. This is a good location for non-scheduled, unorganised games as there is also a lack of parking. The PC could possibly provide support for new goal posts at Coronation Field and the Committee would expect a contribution from football teams playing there.

**1483/7-21**

**Allotments:**

- Further to advice offered by The National Allotment Society, the PC are not able to offer tenants allotments as commercial plots. Any genuine seasonal surplus can be sold, although should then be re-invested back into the allotments.
- Following many years of service at the allotments, Mrs Asplin has resigned from her position managing the allotment waiting list, showing possible tenants around the site, and updating the noticeboard. The allotment working party will now show possible tenants vacant plots and take on this requirement, as necessary.
- It was agreed that the hives at the allotments are to be monitored. Cllr Angrave will act as liaison, to ensure that tenants are kept safe and to offer reconciliation.

**1484/7-21**

**Burial Authority:**

An enquiry was received regarding a memorial bench at the cemetery. The Clerk was advised by the Diocese that the family are to liaise with the church directly.

**1485/7-21**

**Planning applications, approvals, refusals, withdrawn**

**Planning Applications**

None.

**Permitted/Refused/Withdrawn**

- 21/00206/FUL – Demolition of an existing grain store; conversion of 3no. agricultural buildings to 3no. separate residential dwelling houses; construction of 1no. outbuilding to be used for vehicular parking; hard surfacing and landscaping additions at Oakhurst Farm, Crowland Road, Eye Peterborough. Permitted on 30/6/21.

- 21/00616/HHFUL – Proposed single storey front extension at 19 Fenside Drive, Newborough PE67SF. Permitted on 1/7/21.

**1486/7-21 Finance:** To approve Clerk’s pay and expenses for payment (LGA 1972 s150, s111)

**July payments 2021**

27/07/21	Payroll	S/O 27 <sup>th</sup> July 2021	Salary	£1029.11
21/07/21	Clerk – expenses	BACS	Home as Office	£16.00
			Postage (meeting packs in June)	£6.12
23/07/21	Inland Revenue	BACS	N/I	£137.11
23/07/21	Superannuation (Clerk £64.40) (NBFPC £251.74)	BACS	Pension	£316.14
24/07/21	Vodafone Ltd	D/D	Mobile phone	£23.78
23/07/21	IONOS by 1&1	Debit card	Website domain	£6.00
23/07/21	CGM	BACS	Parish maintainance	£540.76
23/07/21	Wave	BACS	Water bill (allotments)	£97.11
23/7/21	Printer inks	BACS	Ink	£154.75

- 1 and 2. It was proposed by Cllr Taylor, seconded by Cllr Gleeson and **resolved** to approve the accounts and Clerk’s expenditure for payment.
3. The quarterly budget and monthly bank reconciliation were disseminated to the Council prior to the meeting and approved.

**1487/7-21 Matter for agenda items for future consideration (decisions cannot be made under this item):**  
HGV restrictions, Willow Drove ASB, Soke Road corner, matting at Fernie Close, Eves Close, Zebra crossing, School Road traffic, reward and recognition, ongoing maintenance at Soke road corner, litter pick event in Newborough.

**1488/7-21 Correspondence:**

- The Council are awaiting the results from the recent surveys carried out by the church commissioners at Fernie Close Park and the allotments, before deciding on maintenance concerns to a tree at Fernie Close - Clerk to respond.
- As the soil slippage by the fence at Fernie Close is not PC property, responsibility regarding a long-term solution for this issue is a non-Council based matter. The Council lease the land at Fernie Close and are not the owners - Clerk to respond.
- The boundary fence at the cemetery was investigated by a Cllr and the fence raised for maintenance is the responsibility of the resident - Clerk to respond.
- The contractors have evidenced chicks in the hedges, and they will therefore be cut back when the nesting season has passed – Clerk to respond.

- The resident was updated that Plough Lane Park is maintained by the City Council and is therefore not under PC responsibility. In the last few months, the Council requested that an extra bin be placed at the park which was actioned by PCC.
- The resident was advised by the Clerk that Cllr code of conduct complaints are investigated by the monitoring officer at the City Council.

The next full Council meeting is on Thursday 2nd September at 7:15pm in the village hall.  
There being no further business the meeting closed at 9:55 pm.