

Newborough and Borough Fen Parish Council

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Minutes of a meeting of Newborough and Borough Fen Parish Council held on Thursday 2nd September 2021 at the village hall, Guntons Rd, Newborough, commencing at 7.15pm

Present: Councillors Kevin Angrave (Chair), John Rowell, Dawn Stilwell, Graham Britton, Sean Gleeson, Bryan Cole, Margaret Cave, Patrick Skerritt and Chris Taylor.

Also in attendance: Irene Healiss (Clerk) and Ward Councillors Steve Allen, Richard Brown, Nigel Simons.
Cllr Henderson offered apologies that she would be attending late.

Seven (7) members of the public.

Public Participation:

An update was requested regarding a large crane seen on site at 7 Williams Close. The Council confirmed that thus far, no planning applications have been received for this location.

1489/9-21 **Apologies for absence:** were received and approved for Councillors W Cave and E Hercock.

1490/9-21 **Disclosable Interests:** [Regulation 2012 \(SI 2012/1464\)](#) (NB this does not preclude any later declarations)
Declared by Councillor Britton for all planning matters.
Declared by Councillor M Cave regarding the village hall.

1491/9-21 **Minutes of the meeting of 20th July 2021:**
It was proposed by Cllr Rowell, seconded by Cllr Gleeson, and **resolved** to approve the minutes for signing.

1492/9-21 **Matters arising from minutes of 20th July 2021:**
None.

1493/9-21 **Matters for information and reports:**

1. Newly elected Councillor Skerritt was received by the Council, and the relevant acceptance of office declaration form duly signed.
2. Work surrounding raised traffic issues on Thorney Road are due to begin in November with resolution for a way forward. Concerns regarding the Decoy junction have been assessed and deemed as not meeting the Department of Transport guidelines. Accident data has been reviewed for the last five (5) years and there have been no accidents from Werrington Bridge Road. There was discussion regarding conflicting information received by PC Crosby from the traffic management team to Cllr Taylor regarding the requirements for a ~~give-way~~ stop sign at the Decoy junction. As the ward Cllrs had been informed otherwise, Cllr Taylor will forward the relevant information onto them for further investigation. The Bull corner will likewise be considered.

It was confirmed that s106 money currently held by PCC can be used to fund a pedestrian crossing on Guntons Road. The road will need re-surfacing and associated costs researched.

The ward Cllrs have been in discussion with the community road watch team and the Clerk regarding the possibility of having MVAS signs placed at various locations throughout the village. Policy is currently being researched into how requests and subsequent funding can be agreed for

Parish Councils to deploy their own signs. VAS (vehicle activated signs) record travelling speed information and flash accordingly – this is therefore data collection based rather than prosecution focused.

Cllr Simons agreed to take up a further road sweep request along the Guntons Road and School Road gullies with Aragon directly.

Concern regarding road signs being obscured by branches will be soon remedied, as PCC cuts have recently begun.

3. Speed amendment traffic regulation order: -
It was agreed that 80 metres to the South of Bridgehill Road is considered suitable for the previously agreed white gates, regarding the speed limit order proposed at Guntons Road and Thorney Road (both ends), although there is a sewage facility on the left-hand side of the road. It was proposed by Cllr M Cave, seconded by Cllr Taylor, and **resolved** for the Clerk to order the white gates if the price has not increased since the quote was last accepted.
4. It was proposed by Cllr Angrave, seconded by Cllr Stilwell, and **resolved** for the next two PC meetings to take place on Thursday 7th October and Thursday 4th November respectively, where further dates will be reviewed.
5. The Clerk confirmed that an all-inclusive price of £300 for full Council social media training had been offered by CAPALC as a zoom session. It was proposed by Cllr Angrave and seconded by Cllr Taylor that all who wish to attend the training contact the Clerk in the first instance. There were four (4) in favour for this proposal and five (5) against.
It was therefore proposed by Cllr Angrave, seconded by Cllr Gleeson and **resolved** for the Clerk to attend the training and feedback the information received to the Council.
6. The play park signage has been ordered from Murray signs and will be delivered to the Chairman's address, with a wait time of approximately two (2) weeks. The price was confirmed as £260 plus VAT including delivery and fixings. The pathway at Fernie Close has now been repaired at no cost.
7. At their recent meeting, the Parochial Church Council refused the Council's request for railings surrounding the war memorial, and the Clerk has instead progressed with retrospective faculty for the flagpole. The relevant paperwork has been received by the church and will be forwarded to the registrar once completed.

1494/9-21 Village Matters:

1. The defibrillators have been ordered with a total payment due to made of £5622 inclusive of VAT. Cllr's M Cave, Angrave and the Clerk have been registered to the relevant 'Webnos' system and 'The Circuit' for defibrillator checks. Two packages were offered by the Community Heartbeat Trust regarding device pads: -
Zoll machine – individually the pads cost £121 per set with a five (5) year expiration date. A package of £165 + VAT per year was offered for unlimited pad replacement.
G5 machines – individually the pads cost £39 per set for each machine. A package of £135 + VAT per year was offered for unlimited pad replacement.
The Council agreed to assess how often the defibrillators are used and possibly add this option at a later date.
2. It was agreed to defer this item to the next meeting.
3. The Clerk updated that the s106 second grant agreement is due to be received from PCC next week. The bus shelter remains on order and cannot be finalised until the funds have been received following approval for the grant agreement. The location of the three (3) new bins were clarified as; one (1) by the entrance (existing bin to be removed), one (1) by the shelter and one (1) by the picnic tables, to the left-hand side of the pathway and are due for installation.
4. Cllr Taylor raised that the Department of Transport document he had received via the road traffic manager PC Crosby made no mention of accidents purely on distance and that pedestrians need clear vision 70-90 metres in both directions on the road. Upon investigation, only 30 metres was achieved resulting in poor visibility and incorrect preliminary calculations. As discussed, PCC informed the ward Cllrs that as a result of this area not qualifying, there is no give way sign at the Decoy junction. Cllr Taylor will forward all the information onto Cllr Allen and update the Council at the next meeting. The Bull junction will also be measured.

5. Cllr Angrave has acquired the paint and materials for the multi-unit refurbishment. The Harris fencing required will remain on site at another location for a couple more weeks, and Cllr Angrave will contact Cllr Taylor when this is ready to be used. A COSHH, health and safety risk assessment and method statement are required. The Clerk and Cllr Angrave will complete the relevant records.

It was agreed that the pile of soil at Fernie Close will be moved to cover the large dip in the park, and then be grassed over at the end of September.

Cllr Angrave visited the resident who had raised concern regarding soil slippage at the rear of their garden, and it was agreed that some soil and grass seed could be used to bank the fence (park side) and bind the soil. All other necessary remedial work will be met by the occupant.

Cllr Henderson joined the meeting during this segment.

6. It was proposed by Cllr Henderson, seconded by Cllr Skerritt and **resolved** for the Clerk to research three (3) quotes for a plastic grass matted area in the play park, approximately 22 metres square by the picnic area for pram/wheelchair access.
7. Cllr Cole met with a contact through PCC who is progressing this matter forward. The 7.5 tonne weight restrictions on Glington's side are possibly already in place, from the A16 to Thorney Road and a weight restriction sign can be erected quickly. Weight restriction consultations from the A16 roundabout towards Glington could take 1-2 years and by default, the 'rat run' used on Werrington Bridge Road would be removed. Glington and Peakirk Parish Councils are also in support of this proposal.
8. CGM offered a quote of £360 plus VAT to clear the vegetation on Soke Road corner which is due to be actioned.
9. Various issues on Willow Drove include parking, speeding motorbikes and anti-social behaviour. The 30-mph speed limit is not adhered to, and all have a right of way. Residents have written to the Corporation regarding the bank and future options, including a cattle grid which has been refused by a local farmer. The five (5) bar gate placed at the bottom of the road was previously stolen. It was agreed for the Clerk to write to Corporation Bank environment agency on behalf of the PC, requesting a gate to be re-instated where the cattle grid is. The Chairman will pass relevant details onto the Clerk.
10. It was confirmed that the Junior team (under 9's) are willing to play football at Coronation field. There are still some funding issues, and it was agreed for Cllr's Taylor and Henderson to bring some quotes for the proposed skate facility back to the Council for consideration. A ground survey is required, and costings will be presented at the next meeting.

1495/9-21

Allotments:

- It was agreed that the tenant is permitted to erect a fence (6 x 3ft panels with posts) at the rear of their plot.

1496/9-21

Burial Authority:

- An enquiry was received regarding the placement of a memorial bench in the new section of the cemetery. It was agreed that the bench be placed on a hard standing platform and be near to the family's plot overlooking the area. The registrar confirmed that faculty permission is not required.
- The Clerk will request of CGM to quote for removing the dead tree in the cemetery (near to the road.)

1497/9-21 Planning applications, approvals, refusals, withdrawn

Planning Applications

- 21/01115/FUL – Proposed two storey and single storey rear extension with balcony and provision of additional two treatment rooms at Newborough Dental Practice 1 School Road Newborough Peterborough PE6 7RG. Comments due on 11/9/21. The Council raised concern regarding the extra parking required following completion of this project.
- 21/01189/PRIOR - Change of use of one agricultural building to one dwelling and change of use of one agricultural building to associated annex with garage, all with associated building operations at Lazy Days Caravan Stores Drain Road Newborough Peterborough PE6 7SG. Comments due 8/9/21. The Council raised concern regarding the structural survey and questionable suitability of the conversion to the area.
- 21/01034/HHFUL - Erection of new double garage to front garden at 22 Hawthorn Close Newborough Peterborough PE6 7QY. Comments due 24/8/21. The case officer allowed an extension to comments for this application after the meeting agenda had been disseminated. No comments by the Council.
- 21/00153/TRE (1/00005/TPO)- Felling of 3 trees and thinning of the remaining trees at the back of the property at 4 Waterfall Gardens Newborough Peterborough PE6 7QN. Comments due 24/8/21; extended to 6/9/21, with permission. No comments by the Council. The Clerk will raise a land registry query at the rear of Waterfall Gardens.
- 21/01290/PRIOR – Change of use of agricultural building to a residential dwelling with associated building works at Thorpefields, Gunthorpe Road, Newborough, Peterborough. Comments due 10/9/21. The Council object to this application as ~~it does not meet the criteria for a Zone 2 flood plain~~ this application is in a zone 2 flood plain.

Permitted/Refused/Withdrawn

None.

1498/9-21 Finance: To approve Clerk's pay and expenses for payment ([LGA 1972 s150, s111](#))

The Clerk advised that due to the scheduling of an early meeting and staff annual leave, payroll had not yet been provided for September. Therefore, a slight change to payroll and HMRC payments from the agenda are as follows: -

Payroll from £1028.91 amended to £1029.11

Inland revenue from £137.31 amended to £137.11

August payments 2021

27/08/21	Payroll	S/O 27 th August 2021	Salary	£1028.91
16/08/21	Clerk – expenses	BACS	Home as Office Postage (meeting packs in July) Postage (other) Land registry search fee	£16.00 £7.32 £1.92 £3.00
17/08/21	Inland Revenue	BACS	N/I	£137.31
17/08/21	Superannuation (Clerk £64.40) (NBFPC £251.74)	BACS	Pension	£316.14
24/08/21	Vodafone Ltd	D/D	Mobile phone	£23.78
17/08/21	IONOS by 1&1	Debit card	Website domain	£6.00
17/08/21	CGM	BACS	Parish maintainance Dyke clearance	£540.76 £366.00
17/08/21	Willow property maintenance	BACS	Cable ties (fly tipping) Paint, thinners, brushes, rollers, white spirit (multi-unit)	£7.28 £229.10

September payments 2021

27/09/21	Payroll	S/O 27 th Sept 2021	Salary	£1029.11
16/09/21	Clerk – expenses	BACS	Home as Office	£16.00
17/09/21	Inland Revenue	BACS	N/I	£137.11
17/09/21	Superannuation (Clerk £64.40) (NBFPC £251.74)	BACS	Pension	£316.14
24/09/21	Vodafone Ltd	D/D	Mobile phone	£23.78
14/09/21	IONOS by 1&1	Debit card	Website domain	£6.00
17/09/21	CGM	BACS	Parish maintainance	£540.76
06/9/21	Savills	BACS	Fernie Close rent	£275.00

- 1 and 2. It was proposed by Cllr Henderson, seconded by Cllr Britton and **resolved** to approve the accounts and Clerk's expenditure for payment.
3. The monthly bank reconciliations were disseminated to the Council prior to the meeting and approved.
4. It was proposed by Cllr Henderson, seconded by Cllr Britton and **resolved** for the Clerk to submit a further three (3) month VAT reclaim form, covering April to June 2021.

1499/9-21 Matter for agenda items for future consideration (decisions cannot be made under this item):
Soke Road corner layout, broadband in the village, pots outside the church, tidying up Eves Close, separate funds set aside for playpark maintenance.

- 1500/9-21 Correspondence:**
- Discussed earlier and **resolved**. (1494/9-21 .5)
 - Correspondence was received regarding the lack of broadband capability in the village. Plough Lane and Whitsted Rd have open reach fibre and it is hoped that this will be extended to the whole village. The PC is to encourage residents to register their interest using Facebook and the PC website and with government subsidies, costings should be reasonable. The Clerk is to liaise directly with the resident who raised the matter, investigate grants for rural communities to meet this need, and contact MP Paul Bristow.

The next full Council meeting is on Thursday 7th October at 7:15pm in the village hall.
There being no further business the meeting closed at 9:45 pm.