



# Newborough and Borough Fen Parish Council

Parish Clerk: Irene Healiss

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Chairman: Bryan Cole

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**NOTICE OF MEETING:** Full Council  
**TIME:** 6:45pm  
**DATE:** Thursday 2nd February 2023  
**VENUE:** Village Hall, Guntons Road, Newborough, PE6 7AJ

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.  
Members of the public and press are welcome to attend the meeting and time will be made during the meeting for members of the public to address the Council.

Irene Healiss, Clerk to Newborough and Borough Fen Parish Council

Irene Healiss  
27<sup>th</sup> January 2023

MEMBERS: 12      QUORUM: 4

## Public Participation

This section (at the Chairman's discretion may last up to 15 minutes) is to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting.

## AGENDA

**1677/2-23**      **To receive and approve apologies for absence.**

**1678/2-23**      **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.

**1679/2-23**      **To approve minutes of the meeting held on the 5<sup>th</sup> of January 2023**

**1680/2-23**      **Information and reports.**

1. To agree the History Board final draft for approval (disseminated prior to the meeting.)
2. Update from the meeting held on 25<sup>th</sup> January regarding land at the rear of Waterfall Gardens – City and Parish Councillors to jointly discuss.
3. Receive report regarding traffic/highway matters on Thorney Road – Cllr Cole.
4. To receive reports from City Councillors, including an update surrounding local policing (Crime Commissioner/Deputy to attend a PC meeting for public inclusion.)
5. To agree the distribution/organiser for the quarterly 'Village Tribune' magazines - Cllr John Fox.
6. To receive an update from the HR committee meeting held on the 30<sup>th</sup> of January 2023.

**1681/2-23**      **Finance.**

(s150, s111 LGA 1972)

1. Approve accounts for payment (February 2023.)
2. Approve the Clerk's expenditure.
3. To agree the monthly bank reconciliation (January 2023.)

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4. To agree the quarterly budget review Oct-Dec 2022.
5. Approve the additional signatories for Unity Trust Bank and retain an account for cash and cheque deposits.

### **February Payments 2023**

Payroll	BACS	Salary, NI and superannuation	£1,901.06
Clerk's expenses	BACS	Home as office	£26.00
Vodafone Ltd	D/D	Mobile phone	£17.25
IONOS by 1&1	Debit card	Website domain	£6.00
CGM	BACS	Parish maintainance	£598.74
SLCC	BACS	Clerks' membership	£334.00
ICO	D/D	GDPR	£35.00
McAfee	Debit card	Device protection (2 years)	£63.99

#### **1682/2-23 Village and Community.**

1. To receive an update and report regarding the Neighbourhood Plan - Cllr Cole.
2. To receive an update re: levelling the war memorial gates – Cllrs Skerritt and J Hill.
3. To agree to organise a further Vivacity event at Coronation Field – Cllr Coleman.
4. To agree to organise an event celebrating the Coronation of King Charles III in May 2023.
5. To agree a working party for the Armed Forces Covenant.

#### **1683/2-23 Allotments.**

- Clerk to offer feedback from tenants, regarding a request to keep chickens on the previously allocated community plot for PC agreement.
- Tenant request to erect a shed 8 foot by 6 foot, as per tenancy terms.

#### **1684/2-23 Burial Authority.**

No updates.

#### **1685/2-23 Planning Applications.**

- 23/00039/FUL – Conversion of kennels buildings to three dwellings and erection of two car ports at Former Follybridge kennels, Thorney Road, Peterborough. Comments to be received by 7/2/23.

#### **Permitted/Refused/Withdrawn.**

None.

#### **Planning Correspondence.**

To receive an update from the Clerk regarding the skate ramp application at Fernie Close Park.

#### **1686/2-23 Matters as agenda items for future consideration (decisions cannot be made under this item.)**

#### **1687/2-23 Correspondence.**

**The following item is to be held as a closed meeting due to sensitive personal and commercial data.**

[Public Bodies \(Admission to Meetings\) Act 1960 S1\(2\).](#)

**1688/2-23 To discuss and agree Council protocol surrounding social media as per the adopted PC social media policy.**

**1689/2-23 Agree response to correspondence received regarding soil slippage at Fernie Close Park.**

Close of meeting – date of next meeting.

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