



# 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 5<sup>th</sup> January 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  
29<sup>th</sup> December 2022

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**

**1666/1-23**      **To receive and approve apologies for absence.**

**1667/1-23**      **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.

**1668/1-23**      **To approve minutes of the meetings held on the 9<sup>th</sup> November 2022 and 23<sup>rd</sup> November 2022.**

**1669/1-23**      **Information and reports.**

1. To sign the Armed Forces Community and Covenant – attended by Mr Tommy Kelly as witness.
2. To adopt the Civility and Respect Model Councillor-Officer Protocol (disseminated prior to the meeting.)
3. To consider and decide progress for adoption of the trees at the rear of Waterfall Gardens – City Cllrs and Parish Councillors to jointly discuss.
4. Receive reports from City Councillors, including discussion surrounding Werrington Bridge Road calming measures and responses from the public consultation carried out by the PC.
5. To discuss an agreed delivery list for 'Village Tribune' distribution around Newborough and Borough Fen– Cllr John Fox.



## 1670/1-23 Finance.

(s150, s111 LGA 1972)

1. Approve accounts for payment (December 2022 and January 2023.)
2. Approve the Clerk's expenditure.
3. Monthly bank reconciliations (November and December 2022.)
4. To discuss moving the PC bank accounts to UNITY trust bank.
5. To agree an annual package with Community Heartbeat Trust for 2 x G5 defibrillators at £135 each plus VAT (4-year contract) and 1 x ZOLL defibrillator at £165 plus VAT (5-year contract)

### December Payments 2022

Payroll	S/O	Salary and NI	£2,267.03
Clerk's expenses	BACS	Home as office	£26.00
		Travel on 11/11/22 @45p per mile	£15.30
Superannuation	BACS		£591.26
Vodafone Ltd	D/D	Mobile phone	£17.25
IONOS by 1&1	Debit card	Website domain	£18.00
CGM	BACS	Parish maintainance	£598.74
SLCC	BACS	Membership	£13.74
Cambridgeshire Driveways	BACS	Remedial work at cemetery	£360.00
Red Shoes	BACS	Payroll	£46.80
Community Heartbeat Trust	BACS	Defibrillator pads	£63.60
Newborough Village Hall	BACS	NHS surgery rent	£2500.00

### January 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
CAPALC	BACS	Clr training	£80.00
WAVE	BACS	Water (allotments)	£13.66
PCC	BACS	Notice of election (costs)	£300.00



**1671/1-23 Village and Community.**

1. Maintenance of the Crown Garden Book Swap – Cllr Cole.

**1672/1-23 Allotments.**

- To discuss tenant request to keep chickens on the previously allocated community plot.

**1673/1-23 Burial Authority.**

**1674/1-23 Planning Applications.**

- 22/01686/FUL – Erection of a single storey front extension and modification of existing carpark at Newborough Village Hall, Guntons Road, Newborough PE6 7RT. Extension to comments agreed by the case officer for the 6/1/23.
- 22/01636/FUL – Erection of four dwellings at Land rear of Gericia, St Martins Road, Newborough, PE6 7QR. Extension to comments agreed by the case officer for the 6/1/23.
- 22/01705/FUL -The demolition of agricultural buildings and an existing dwelling and the erection of 2 x semidetached cottages at Home Farm, Guntons Road, Newborough, Peterborough PE6 7RU. Comments to be received by 6/1/23.

**Permitted/Refused/Withdrawn**

- 22/01047/FUL – Conversion of a redundant agricultural building to form one dwelling at Home Farm, Guntons Road, Newborough, Peterborough. Permitted on 15/11/22.
- 22/10315/HHFUL – Erection of a single storey front extension at 2 Panks Farm Cottages, Speechley Drove, Borough Fen, Peterborough. Permitted on 18/11/22.
- 22/01513/TRE for TPO 05/2001 [01/00005/TPO] - Group G.1 Sycamores to the rear of No's. 4 & 5 Waterfall Gardens and TPO No. T.2 Walnut within rear garden of No.3 Waterfall Gardens.  
T.1 (rear of No.5)) - Trim back low overhanging branches to fence line for better light penetration; T.2 & T.3 (rear of No.4) - Thin crown by 15% and trim back low overhanging branches to fence line for better wind & light penetration; and TPO No. T.2 Walnut (within rear garden of No.3) - Trim back branches that are over our property at 4 Waterfall Gardens Newborough Peterborough PE6 7QN. Refused on 9/12/22.

**1675/1-23 Matters as agenda items for future consideration (decisions cannot be made under this item.)**

**1676/1-23 Correspondence.**

- Resident concern re: lack of zebra crossing on School Road – Clerk responded.
- Resident query regarding PC action to rectify ongoing soil slippage issues at Fernie Close Park (further to information provided to the resident from the previous meeting.) – ongoing.

Close of meeting – date of next meeting.