

Newborough and Borough Fen Parish Council

www.newboroughandboroughfenpc.org.uk

Clerk: Irene Healiss
07388584591
clerk@newboroughandboroughfen-pc.gov.uk

Chairman: Bryan Cole
bryan.parishcouncil@gmail.com

Minutes of the Meeting of Newborough and Borough Fen Parish Council held on Thursday 5th January 2023 at the Village Hall, Guntons Rd, Newborough, commencing at 6.45pm

Present: Councillors Bryan Cole (Chairman), Mark Ormston (Vice-Chair), Richard Cawley, Judy Fox, John Fox, Vicki Coleman, John Rowell.

Also in attendance: Irene Healiss (Clerk)

City Councillors Steve Allen, Nigel Simons, Rylan Ray.

Eight (8) members of the public.

Public Participation:

- Resident participation offered to assist with distribution of the 'Village Tribune'.
- It was requested that the levelling of the war memorial gates be added to the next PC agenda for attention.
- It was requested that the PC utilise social media/ website to raise safety concerns regarding people walking along unlit roads at night.
- An overgrown hedge was raised for the attention of the City Councillors.

The meeting commenced at 7:00 pm.

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

Cllr Skerritt offered apologies – personal.

Cllrs K Hill and J Hill offered apologies – personal.

It was proposed by Cllr Coleman, seconded by Cllr Ormston and **resolved** to accept the aforementioned apologies.

1667/1-23 To receive Disclosable Interests Declarations

None.

1668/1-23 To approve minutes of the meeting held on 9th of November 2022 and 23rd November 2022

It was proposed by Cllr Ormston, seconded by Cllr Coleman and unanimously **resolved** to approve the minutes of the meeting held on 9th November 2022.

It was proposed by Cllr Ormston, seconded by Cllr Cawley and unanimously **resolved** to approve the minutes of the meeting held on 23rd November 2022.

Cllr Cole duly signed the minutes.

1669/1-23 Information and reports

1. Signing of the Armed Forces Covenant.

Councillor Rowell (the Parish Council AF Champion) signed the Armed Forces Covenant on behalf of Newborough and Borough Fen Parish Council in the presence of Mr Tommy Kelly (the Armed Forces Covenant Officer for Cambridgeshire and Peterborough.)

2. Civility and Respect Model Councillor-Officer Protocol.

It was proposed by Cllr Ormston, seconded by Cllr John Fox and unanimously **resolved** to adopt the Civility and Respect Model Councillor-Officer Protocol. The Clerk will link the policy document to the PC website.

3. Adoption of the trees at the rear of Waterfall Gardens

Cllr Simons agreed to arrange a collaborative meeting between Parish, City Councillors, and the tree officer for PCC to discuss potential joint maintenance of the trees. Funding options were discussed and the need to engage with residents.

4. Reports from City Councillors, including Werrington Bridge Road calming measures and responses from the recent PC consultation.

There are currently no plans for road calming initiatives on Werrington Bridge Road. Traffic and calming measures along Thorney Road and Werrington Bridge Road are due to be discussed next week. Cllr Allen thanked Wendy Sayer for organising the warm hub friendship tea which he attended in December 2022.

Cllr Coleman left the meeting at 7:28pm and returned shortly after.

5. Delivery List for Village Tribune distribution

Councillors agreed to contact the Clerk and confirm streets they can deliver to from the allocated spreadsheet. Remaining availability for distribution will be publicised using the PC website, requesting further volunteers.

1670/1-23 Finance

(s150, s111 LGA 1972)

December Payments

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

(Payments made in December)

January Payments

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	Cllr training	£80.00
WAVE	BACS	Water (allotments)	£13.66
PCC	BACS	Notice of election (costs)	£300.00

1. To approve accounts for payment.

It was proposed by Cllr Ormston, seconded by Cllr Coleman and unanimously **resolved** to approve the accounts for payment (December and January.)

2. To approve the Clerk's expenditure.

It was proposed by Cllr Ormston, seconded by Cllr Rowell and unanimously **resolved** to approve the Clerk's expenditure (December and January.)

3. Monthly bank reconciliations

The bank reconciliations for November and December 2022 were agreed as correct.

4. Moving PC banks to UNITY Trust Bank

The Clerk has experienced recent issues with Virgin money regarding setting up a secure online signatory/authorisation process for making PC payments. It was recommended that the Council consider using Unity Trust Bank which has this system already operating successfully. It was proposed by Cllr Coleman, seconded by Cllr John Fox and **resolved** to agree moving the PC bank account over to Unity Trust Bank. Further signatories are to be agreed at the next meeting.

5. 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)

It was proposed by Cllr Ormston, seconded by Cllr Coleman and unanimously **resolved** to change the three (3) PC maintained defibrillators to an annual package with Community Heartbeat Trust.

1671/1-23 Village and Community.

1. Crown Garden Book Swap Maintenance

There was discussion surrounding the introduction of a user-friendly system to determine the shelf life of the books (perhaps using a coloured tag system.) It was agreed to defer this item to the next meeting to include Cllr K Hill.

1672/1-23 Allotments.

1. Tenant request to keep chickens.

The Clerk will contact neighbouring plot holders to ensure that they are happy with the proximity of the chickens to their allotments. If responses received agree with the proposal, the PC will approve the location of 6 chickens at the plot. Subject to the tenant being compliant with regulations surrounding bird flu, it was agreed for the chickens to remain in situ until a final decision has been reached.

1673/1-23 Burial Authority.

Noting to report.

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 for the 6/1/23.

It was proposed by Cllr Coleman, seconded by Cllr Ormston and unanimously resolved to support this application and modifications to the building, due to the added benefit offered to the community.

- 22/01636/FUL – Erection of four dwellings at Land rear of Gericia, St Martins Road, Newborough, PE6 7QR. Extension to comments agreed for the 6/1/23.

It was proposed by Cllr Coleman, seconded by Cllr Cawley and **resolved** to object to this proposal due to the following factors:-

There was concern regarding the single track, narrow road along the site as well as its existing poor condition which leads to the proposed development, and whether this will support four additional dwellings.

The Council requested that conditions for approval include the implementation of street lighting and a footpath by the developer if planning consent is approved.

There is currently no street lighting or footpath allocated to the site, especially when considering potential footfall and the dyke located on the opposite side of the road to the proposed development.

There was concern regarding the impact of additional dwellings to the local infrastructure, including increased usage of the sewage system and utilities in the area which are already over-stretched.

- 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.

There were no comments offered for this proposal.

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.
- 2/01513/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.)

King Charles coronation in May 2023, school contact regarding potential road-crossing staff, skate ramp update, local policing (for City Cllrs) – Clerk to invite the Crime Commissioner/Deputy to attend a PC meeting for public inclusion, investigate whereabouts of PC owned grit spreader.

1676/1-23 Correspondence.

- Resident concern re: lack of zebra crossing on School Road – Clerk responded. This is a City Council matter.
- Resident query regarding PC action to rectify ongoing soil slippage issues at Fernie Close Park - There is no further commitment for the PC to proceed with this matter as factors have significantly changed since last discussed, and a substantial cost will now be incurred by the PC. A gravel board needs to be installed by the resident to prevent the soil slippage.

The next full Council meeting is on Thursday 2nd February 2023 at 6:45pm in the village hall.

There being no further business the meeting closed at 8:39pm.