



Newborough and Borough Fen Parish Council

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Chairman: Bryan Cole
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NOTICE OF MEETING: Full Council
TIME: 6:45pm
DATE: Thursday 6th April 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
31st March 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.

- To accept presentation by Anglian Water (strategic pipelines) - 10 minutes

AGENDA

1704/4-23 **To receive and approve apologies for absence.**

1705/4-23 **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.

1706/4-23 **To approve minutes of the meeting held on the 2nd^{of} March 2023**

1707/4-23 **Information and reports.**

1. To discuss the detrimental road conditions and a 20mph speed limit through Newborough – Cllr Cole and City Councillors.
2. To receive reports from City Councillors.
3. To receive an update following the Neighbourhood Plan meeting held on the 30th March.
4. To agree the proposed Terms of Reference for the Community Engagement, Media, Press and Public Relations Committee.
5. To agree the adoption of the following Policy Documents: *(Disseminated prior to the meeting)*
 - Amended Co-Option Policy following review.
 - Newborough and Borough Fen PC Complaints Procedure.
 - Newborough and Borough Fen PC Purchase Ordering and Payment for Goods and Services Policy.



6. To receive a progress update regarding the skate ramp project at Fernie Close Park.
7. To agree PCC Co-opted Members from Newborough and Borough Fen Parish Council as PC representation – Cllr John Fox.
8. *To Note: The Annual Parish Meeting will take place on Thursday 18th May at 6-45pm at the Village Hall, followed directly after by the Annual Meeting of the Parish Council.*

1708/4-23 Finance.

(s150, s111 LGA 1972)

1. Approve accounts for payment (April 2023.)
2. Approve the Clerk’s expenditure.
3. To agree the monthly bank reconciliation (March 2023.)
4. To agree renewing the annual membership with CAPALC (including data protection membership) at a cost of £600.42.

April Payments 2023

Payroll	BACS	Salary, NI and superannuation	£1,901.06
Clerk’s expenses	BACS	Home as office	£26.00
		Travel expenses on 21/3/23 @ .45p per mile	£15.30
		Postage	£3.35
		Travel expenses on 30/3/23 @ .45p per mile	£15.30
Vodafone Ltd	D/D	Mobile phone	£17.25
IONOS by 1&1	Debit card	Website domain	£6.00
CGM	BACS	Parish maintainance	£598.74
Savills	BACS	Allotments rent	£995.00
Red Shoes	BACS	Payroll	46.80
CAPALC	BACS	Councillor training	80.00
CAPALC	BACS	Annual membership	£600.42

1709/4-23 Village and Community.

1. To agree final plans for the event celebrating the Coronation of King Charles III on 7th May 2023 (successful lottery application by the Clerk for £880 and EMR £500)– Cllr Coleman and the Clerk.
2. To agree action regarding an overgrown tree at Fernie Close Park - Cllr Coleman (Picture circulated to members)
3. Update regarding soil slippage repairs at Fernie Close Park – Cllrs J Hill and Cave.

1710/4-23 Allotments.

Tenant request - to agree a polytunnel at the allotments, sized 3.6m x2.4m as per terms and conditions of tenancy. The polytunnel will be made from tubes and plastic polyethylene, with a door made from wood.

1711/4-23 Burial Authority.

To receive an update following a meeting held at the cemetery with Newborough Church Wardens – Cllr Coleman and Cllr Rowell.

1712/4-23 Planning Applications.

None.



Permitted/Refused/Withdrawn.

22/00823/FUL Erection of 30 residential properties at the Land to The East of Bramble Close, Newborough. Permitted on 9/3/23.

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. Refused on 24/2/23.

Planning Correspondence.

1713/4-23 Matters as agenda items for future consideration (decisions cannot be made under this item.)

1714/4-23 Correspondence.

- Positive feedback received regarding The Village Tribune – Editor responded.
- Email received from the Village Hall Trustees regarding maintenance of the defibrillator outside the village hall – the Trustees have agreed to maintain and insure the device.
- Responses received regarding a possible 20mph initiative in the village.

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\(2\).](#)

1715/4-23 Resident correspondence received regarding Council purchasing orders and transactions.

Close of meeting – date of next meeting.