

Newborough and Borough Fen Parish Council

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Chairman: Bryan Cole
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NOTICE OF MEETING: Full Council Meeting
TIME: 6:45pm
DATE: Thursday 5th October 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
 29th September 2023

MEMBERS: 12 QUORUM: 4 1 Vacancy

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.

PCC Presentation - The Budget Simulator (10 minutes)

AGENDA

1771/10-23 To receive and approve apologies for absence.

1772/10-23 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.

1773/10-23 To note the resignation of Patrick Skerritt.

1774/10-23 To approve minutes of the meeting held on 7th September 2023

1775/10-23 To approve minutes of the EOM held on the 22nd of September 2023

1776/10-23 Information and reports

1. To receive reports from City Councillors.
2. To Update on the External Auditors Report 2022-2023.

29th September 2023

1777/10-23 Finance

(s150, s111 LGA 19)

1. To approve the accounts for payment.
2. To approve the Clerk's expenditure.
3. To agree the monthly bank reconciliation (September).
4. To agree the two village history boards as PC assets
 - one at Crown Garden
 - one to be located outside the village hall.
5. To agree for JJ Trees to conduct a tree survey report at the burial ground at a cost of £375 plus VAT.
6. To agree to purchase a Christmas Tree from Nunton Christmas Trees at £150 including delivery.
7. Peterborough City Council Precept request 2024-25; PC Budget Proposal for October.
8. To agree for the PC to invest in an accounts package for the 2024-25 financial year for the allotments, cemetery and cashbooks. (Report disseminated prior to the meeting.)
9. To note the bank transfer from VM to Unity Trust Bank on 2/10/23.
10. To discuss investing funds from the TSB account to CCLA.

October Payments 2023

Payroll	BACS	Salary, NI and superannuation	£1,886.24
Clerks Expenses	BACS	Work from home Postage Travel on 12/9/23 @.45p per mile	£26.00 £4.80 £15.30
Vodafone Ltd	D/D	Mobile phone	£19.73
IONOS by 1&1	Debit card	Website domain	£14.44
CGM	BACS	Parish maintainance	£598.74
PKF Littlejohn	BACS	External Audit	£378.00
Wave	BACS	Water	233.01
Canvas spaces	BACS	3D visualisations and planning drawings	£1122.00

1778/10-23 Village and Community.

1. To agree a Parish Councillor representative to carry out the monthly Miking Nook defibrillator check.
2. To agree arrangements for the Parish Christmas Light switch on event at Crown Garden.
3. To consider the Boundary Commission 2026 (village envelope).
4. To update on the skate ramp project.
5. To agree enforcement of dogs on a lead/being allowed to enter Fernie Close Park.
6. To agree laying the wreath for Remembrance Day 11/11/23.
7. To update Defibrillator Awareness Session on 20th January 2024 at 1pm in the Village Hall, Guntons Road.

1779/10-23 Allotments.

- PC container at the rear of the village hall for allotment storage – Cllr J Hill.
- To note allotment invoicing period 1/10/23 – 30/9/24.
- To agree a skip at the allotments at a cost of £222.00 (8-yard skip)
£324.00 (12-yard skip) via Mick George.

1780/10-23 Burial Authority.

New notice board at the burial ground – Cllr J Hill

1781/10-23 Planning Applications.

- 23/01306/FUL Barn conversion and temporary siting of a caravan during construction at The Willows, Willow Drove, Borough Fen, PE67QB. Comments to be received by 18/10/23.
- 23/01325/TRE (T1) Ash reduce height by 4m, pull in lateral growth by 2m roadside and by up to 1.5 m on remaining crown, crown raise to 4 m over garden, footpath and drive and 5.5m over the road (11/00007/TPO) at 34 School Road, Newborough, PE6 7RG. Comments to be received by 17/10/23.
- 23/01159/FUL Proposed two-storey rear extension and internal alterations to the existing car park at 1 School Road, Newborough, PE6 7RG. Comments to be received by 11/10/23.

Permitted/Refused/Withdrawn.

None received.

Planning Correspondence.

None received.

1782/10-23 Matters as agenda items for future consideration (decisions cannot be made under this item.)**1783/10-23 Correspondence.**

None received.

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\(2\).](#)

1784/10-23 To agree process recovering tenanted land.

Close of meeting – date of next meeting.