

# Newborough and Borough Fen Parish Council

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Chairman: Bryan Cole  
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**NOTICE OF MEETING:** Full Council Meeting  
**TIME:** 6:30pm  
**DATE:** Thursday 11<sup>th</sup> January 2024  
**VENUE:** Newborough Primary School, School Road, PE6 7RG



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  
 5th January 2024

MEMBERS: 12      QUORUM: 4      0 Vacancies

## 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

**1797/1-24      To receive and approve apologies for absence.**

**1798/1-24      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.

**1799/1-24      To Note: Mr Angrave elected to the Parish Council on 22/11/23.**

**1800/1-24      To approve minutes of the meeting held on 2<sup>nd</sup> November 2023**

**1801/1-24      Information and reports**

1. To receive reports from City Councillors.
  - Deer warning signage.
2. To discuss road plans in Newborough, including briefing note regarding modelled highways effects on Newborough – Leeds Farm and Norwood developments – Cllr Cole and City Councillors.
3. To receive an update regarding the Asset of Community Value application.
4. To agree Collective Community Planning to progress the Neighbourhood Plan and the Neighbourhood Plan steering group to proceed with Locality funding (as retrospective).  
 The Parish Council are the Qualifying Body– Cllr Cole.

5<sup>th</sup> January 2024

**1802/1-24 Finance**

(s150, s111 LGA 19)

1. To approve the accounts for payment.
2. To approve the Clerk's expenditure.
3. To agree Quarter 3 budget (October-December 2023)
4. To agree the Asset Register.
5. To agree the monthly bank reconciliations (November, December 2023).
6. To Note: Further funding applied for by the Clerk for the skate ramp project.

December Payments 2023

Payroll (Including back pay to April 2023)	BACS	Salary, NI and superannuation	£2726.65
Clerks Expenses	BACS	Work from home Postage Work from home Postage Ribbon <a href="#">Mileage@.45p</a> per mile	£26.00 £5.85 £2.70 £2.89 £16.38 and £6.66
Vodafone Ltd	D/D	Mobile phone	£19.73
IONOS by 1&1	Debit card	Website domain	£20.44
CGM	BACS	Parish maintainance	£299.38
Red Shoes	BACS	Payroll	£46.80
Mrs Cawley expenses Christmas Light switch on	BACS	Refreshments	£51.39
Bryan Cole – expenses Christmas tree lights	BACS	Christmas tree lights	£56.46
M and M Signs	BACS	3 x dibond signs for Fernie Close	£108.00
JJ Trees	BACS	Tree survey	£450.00

January Payments 2024

Payroll	BACS	Salary, NI and superannuation	£2323.09
Clerks Expenses	BACS	Work from home	£26.00
Vodafone Ltd	D/D	Mobile phone	£19.73
IONOS by 1&1	Debit card	Website domain	£36.04
CGM	BACS	Parish maintainance	£598.74
Wave	BACS	Water	£51.15
Community Heartbeat Trust	BACS	Annual support package	£522.00
Newborough Village Hall	BACS	Hall hire (30/11/23)	£14.25
SLCC	BACS	Membership	£353.00

5<sup>th</sup> January 2024

**1803/1-24 Village and Community.**

1. To discuss and agree progress regarding the tree survey carried out by JJ Tree and Landscape Services (report disseminated prior to the meeting.)
2. To discuss defibrillator signage in the village – Cllr Angrave.
3. To discuss HGV trucks travelling along Peterborough Road – Cllr Angrave.
4. To discuss flytipping in Newborough and Borough Fen – Cllr Angrave.
5. To discuss an annual Newborough and Borough Fen award (recognising community achievement) – Cllr John Fox
6. Update: Community crime meeting to be held at the Village Hall, Guntons Road on 19/1/24 between 5pm-7pm.

**1804/1-24 Allotments.**

- PC container at the rear of the village hall for allotment storage update – Cllr J Hill.

**1805/1-24 Burial Authority.****1806/1-24 Planning Applications.**

- 23/01635/FUL Change of use of existing paddock to open strigae (use class B8) to accommodate an extension of the existing caravan storage site at Garth Caravan Storage, Bridghill Road, Newborough PE67SA. Comments to be received by 26/12/23. Extension to comments requested – no response from planning.
- 23/01592/FUL Single storey rear extension at Sissons Barn, Thorney Road, Peterborough, PE6 7NT. Extension to comments permitted to 12/1/24.
- 23/01665/PIP 6no. single storey dwellings for over 60s at 33-35 Guntons Road, Newborough PE6 7QW. Extension to comments permitted to 12/1/24.

**Permitted/Refused/Withdrawn.**To Note Only

- 23/01362/WCPP Variation of Condition C2 (plans) of planning permission 22/00463/FUL at Open Space, Fernie Close, Newborough – permitted 19/12/23.
- 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. Permitted 14/11/23.
- 23/01341/FUL Erection of 8 dwellings at Land Rear of Gericia, St Martins Road, Newborough. Refused 7/12/23.
- 23/01306/FUL Barn conversion and temporary siting of a caravan during construction at The Willows, Willow Drove, Borough Fen. Permitted 29/11/23.
- 23/01159/FUL Proposed Two-storey Rear Extension and Internal Alterations and alterations to the existing Carpark at 1 School Road Newborough Peterborough PE6 7RG. Permitted 22/12/23.

**Planning Correspondence.**

None received.

**1807/1-24 Matters as agenda items for future consideration (decisions cannot be made under this item.)**

**1808/1-24 Correspondence.**

- Complaint received regarding 'No Dogs' signage at Fernie Close Park.
- Update regarding the application made by Ailsworth Medical Practice to close Newborough surgery – declined by the ICB.
- Crowd funding donation for the skate ramp – clarification required for donation to be spent against the project.

**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\(2\).](#)

A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of the business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings during which the resolution applies.

**1809/1-24** To discuss and agree the parish maintenance contractor supply of services agreement.

Close of meeting – date of next meeting.