

Newborough and Borough Fen Parish Council

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Chairman: Bryan Cole
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Minutes of the Meeting of Newborough and Borough Fen Parish Council held on Thursday 11th January 2024 at Newborough Primary School, School Road, PE6 7RG

Present: Bryan Cole (Chairman) Mark Ormston (Vice-Chair), Richard Cawley, John Rowell, John Fox, William Cave, Kevin Angrave, Judy Fox, Jon Hill and Kim Hill.

Also in attendance: Irene Healiss (Clerk.)

City Councillor Steve Allen and ~~Councillor John Peach.~~

~~Two (2)~~ members of the public.

Three (3) ~~no~~

Public Participation

- Some of the village footpaths are falling into the fields along Guntons Road. There is a rolling programme for road repairs, although this will be escalated by the City Councillors. A list of remedial repairs is to be forwarded to the Clerk.
- The street lighting by Fletchers Field requires maintenance.

1797/1-24 Receive and approve apologies for absence.

Received and approved from Cllr L Ariss work commitments.
Cllr V Coleman work commitments.

City Cllrs Rylan Ray and Nigel Simons offered apologies.

1798/1-24 Disclosable Interests Declarations

Cllr Cave regarding matters pertaining to the Village Hall.

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

Welcome was offered to Cllr Angrave. All necessary paperwork for office has been completed.

1800/1-24 Approve minutes of the meeting held on 2nd November 2023

It was proposed by Cllr Cawley, seconded by Cllr Rowell and **resolved** to approve the minutes, which were duly signed by Cllr Cole. There was one (1) abstention due to non-attendance at the meeting.

1801/1-24 Information and reports

1. Report from City Councillors.

A list of priority areas for deer signage is ongoing and has been passed to the relevant PCC contact for action. The PC suggested two signs, one to be located at Guntons Road and the other on Thorney Road (towards Peakirk.) There is also reporting tool regarding deer activity available online.

Cllr Simons will be leaving this May – the PC offered thanks for all his work in Newborough and Borough Fen over the years.

Issues raised by Parish Cllrs for PCC attention: -

- Thanks were offered to the City Councillors for recent pollarding work carried out along Willow Drove.
- The 'reduce speed' sign on Willow Drove has been damaged and requires repair.
- Part of Willow Drove has been resurfaced but there is a large gap part way up the Drove – this will be followed up by the City Councillors for remedial work.



2. The briefing note from the planning department regarding modelled highways effects in Newborough was discussed; section 106 monies can be applied for as a *result* of the buildings at Norwood developments and Leeds Farm, not as part of the initial development. This is an ongoing matter and updates will be offered once known. Glinton and Peakirk continue to support the initiative for HGV restrictions through the village. Cllr Allen confirmed that a Scrutiny Meeting will take place in the last week of January regarding funding for all Norwood Development approvals.
3. The Asset of Community Value (AOCV) application needs to be reassessed with up-to-date evidence. The PC were advised that the application was being reviewed by the Legal Team over the Summer 2023 before being finalised, which was incorrect. The Clerk was informed that the application process only lasts six (6) months and then needs to be re-submitted. The PC originally applied for the AOCV in March 2022. Cllr John Fox will assist the Clerk with compiling updated information for the application.
4. It was proposed by Cllr Cave, seconded by Cllr Cawley and unanimously **resolved** for the Parish Council to apply for (retrospective) grant funding from Locality as the qualifying body to progress the Neighbourhood Plan, and agree for Collective Community Planning to proceed as the consultant. Councillors included within the current Neighbourhood Plan steering group are Cllrs Cole, Angrave, Ormston, John and Judy Fox. There are also four residents in the group.

1802/1-24 Finance

(s150, s111 LGA 1972)

1. Approve accounts for payment.

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

2. Approve the Clerk's expenditure.

It was proposed by Cllr Rowell, seconded by Cllr Judy Fox and unanimously **resolved** to approve the Clerk's expenditure.

3. Agree the Quarter 3 budget (October-December 2023)

It was proposed by Cllr Rowell, seconded by Cllr Cawley and unanimously **resolved** the Quarter 3 budget as correct.

4. Agree the Asset Registe 2023/2024

It was proposed by Cllr Cawley, seconded by Cllr John Fox and unanimously **resolved** to agree the asset register as correct. It was raised that the land, as per page one on the asset register, be discussed at the next meeting for clarification.

5. Monthly bank reconciliations (November, December)

The bank reconciliations were agreed as correct.

6. To Note: Further funding applied for by the Clerk for the skate ramp project.

Recent funding (£1000) applied for through PECT has been unsuccessful. The Clerk has applied for further funding through the National Lottery.



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 Mileage@.45p 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



1803/1-24 Village and Community.

1. Discuss and Agree Progress regarding the tree survey carried out by JJ Tree and Landscape services.
The Clerk will contact contractors to quote for the work, as detailed in the report.
2. Defibrillator signage in the village
Cllr Ormston will research AED road signage via other PC's who have implemented it and report back to the Council. Cllr Allen also agreed to investigate possible signage through Peterborough City Council. The introduction of defibrillators suitable for use on children will be reviewed at the next meeting.
3. HGV trucks travelling along Peterborough Road
It was agreed for Cllr Angrave to note HGV trucks along Peterborough Road by taking photographs and licence plate details of contravening vehicles, for the Clerk to follow up on with the relevant companies.
4. Flytipping in Newborough and Borough Fen
Further to the removal of the gate on Willow Drove for remedial work, the area is now subjected to excessive flytipping. The Clerk will chase the environment agency for an update with the gate.
5. Annual Newborough and Borough Fen Award, recognising community achievement.
The introduction of an outstanding community service awards for the next Annual Meeting in May, in recognition of work carried out by local people.
It was proposed by Cllr Rowell, seconded by Cawley and **resolved** for a working party to be formed to arrange details surrounding this. Members of the working party were agreed as Cllrs John Fox, Cave, Ormston, Kim and Jon Hill.
6. Update: Community crime meeting to be held at the village hall, Guntons Road on 19/1/24 between 5pm-7pm.

Noted.

1804/1-24 Allotments.

- PC container at the rear of the village hall for allotment storage.

Cllr J Hill will liaise with the key holder at the Village Hall to move PC property into the container.

1805/1-24 Burial Authority.

1806/1-24 Planning Applications.

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| 23/01635/FUL | Change of use of existing paddock to open storage (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. It was agreed to offer no comments for this application. |
| 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. Application refused on 5/1/24 - no comments to add. |

Permitted/Refused/Withdrawn.

To Note Only

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| 23/01362/WCPP | Variation of Condition C2 (plans) of planning permission 22/00463/FUL at Open Space, Fernie Close, Newborough – permitted 19/12/23. |
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- 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.)

Revision of allotment fees, HGV's, speed restrictions along Guntons Road, public transport – to include the City Cllrs, Gate on Willow Drove, feedback from the media committee meeting on 19/1/24.

1808/1-24 Correspondence.

- Complaint received regarding 'No Dogs' signage at Fernie Close Park. It was discussed and agreed for a consultation with the community to feedback opinion regarding dogs using the play area at Fernie Close Park. This will be revisited in six (6) months' time.
- Update regarding the application made by Ailsworth Medical Practice to close Newborough surgery – declined by the ICB. This matter will be included on the agenda for the Media Committee to discuss and circulate.
- Crowd funding donation for the skate ramp – clarification required for donation to be spent against the project. It was agreed for the Clerk to seek legal advice regarding the crowdfunding donation and respond.

The following item it to be held as a closed meeting due to sensitive personal and commercial data.
[Public Bodies \(Admission to Meetings\) Act 1960 S1\(2\).](#)

It was proposed by Cllr Rowell, seconded Cllr J Hill and unanimously **resolved** to close the meeting for a period of time, as publicity would be prejudicial to the public interest, due to the confidential matters to be discussed. The meeting closed at 8:13pm and was reconvened at 8:25pm.

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

It was proposed by Cllr Cave, seconded by Cllr John Fox and unanimously **resolved** for the current parish contractor to continue with the three-year contract until March 2025. The Clerk is to confirm that Crown Garden is no longer required to be cut and that the allotments, cemetery and playing field are to be maintained regularly, as per the schedule.

The date for next full Council meeting is the 1st of February 2024.

There being no further business the meeting closed at 8:25pm.

