

Newborough and Borough Fen Parish Council

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Chairman: Mark Ormston
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Minutes of the Meeting of Newborough and Borough Fen Parish Council held on Thursday 5th September 2024 at Newborough Village Hall, Guntons Road, Newborough, PE6 7RT.

Present: Mark Ormston (in the chair), Richard Cawley, Kevin Angrave, Jon Hill, John Rowell, Angela Babb, Vicki Coleman, William Cave and Kim Hill.

Also in attendance:
Irene Healiss (Clerk).

Six (6) members of the public.

Public Participation

- Query raised regarding recent 20mph signage appearing on Speechley Drove which has had no prior consultation. Emails have been sent to PCC regarding this matter.
- Councillor Ormston will query speed enforcement for Speechley Drove and Willow Drove.

1888/9-24 Receive and approve apologies for absence

Apologies were received and approved for:

Cllr Ariss – personal
Cllr John Fox – personal
Cllr Judy Fox - personal

City Cllrs Allen and Ray offered apologies.

1889/9-24 Disclosable Interests Declarations

- Cllr Cave regarding matters pertaining to the village hall and items under planning.
- Cllr Cawley regarding the burial ground.

1890/9-24 Approve the minutes of the meeting held on 25th July 2024

It was proposed by Cllr Coleman, seconded by Cllr J Hill and **resolved** to approve the minutes. There was one (1) abstention due to absence.

1891/9-24 Information and reports

1. Report from City Councillors.

Cllr Ormston offered updates addressing the following concerns: -

- Bus Stop outside the Bull – has been painted.
- Trees at Eves Close and Whitsed Road are being investigated.
- Councillor Surgery – MP Andrew Pakes attended the recent Newborough surgery.
- Streetlight, Fenside Drive – PCC are aware.
- Update concerning Olympia Farm sale and Steam House.
- Tree outside 4 Baxter's Bridge – raised with PCC.
- Church path – will be an onsite meeting for remedial brick work to the pathway.

- The Clerks email account has been logged with PCC to transition to a [gov.uk](https://www.gov.uk) domain and emails.
- Three (3) new police Community officers – will contact the Clerk in the coming weeks.
- Double yellows potentially opposite Eves close – raised with Highways.
- Griffins' close street lighting – email will be actioned to Cross Keys Homes.
- City Fibre box, Church Close – an onsite meeting will be arranged to discuss repositioning.
- The Bull – has received a new tenant.
- 20 mph at Speechley Drove – raised with PCC.
- Willow drove tree pollarding – ongoing.
- Cllr Ormston charity abseil at Peterborough City Hospital for the Cancer Wellbeing Centre – Donations can be made at <https://nwhc.enthuse.com/pf/cllr-mark-ormston>

2. Agree the updated Publication Scheme

It was proposed by Cllr Angrave, seconded by Cllr Babb and unanimously **resolved** to accept the updated policy.

3. Update from the Neighbourhood Plan (NP) meeting on 4th September 2024

The steering group welcomed Daniel Worley, senior conservation officer from PCC. The design code report has been received from AECOM, to which the group will offer feedback.

Two (2) submissions have been received regarding the call for sites (the deadline being 11/10/24); the group are considering brownfield sites, green spaces and heritage sites. Locality grant funding has been applied for. PCC's Local Plan has been delayed until next year, and there is a Local Plan update meeting on the 11th of September 2024.

The Clerk will ask the NP consultant to double check the list of local landowners used in the call for sites.

4. Agree attendance for the free carbon literacy course provided by PCC

Councillors will contact the Clerk if they would like to attend.

5. Agree attendance at the Cambridgeshire and Peterborough combined authority bus franchising consultation.

It was agreed for Cllr Fox and/or Cllr Angrave to attend the event at Anglia Ruskin University on the 3rd of October 2024 on behalf of the PC.

6. Discuss Newborough and Borough Fen Parish Councils biodiversity duty.

It was proposed by Cllr Ormston, seconded by Cllr Coleman and unanimously **resolved** to for the Clerk to adapt the Gov.UK model biodiversity policy for the PC, and present this at the next meeting for approval.

1892/9-24 Finance

(s150, s111 LGA 1972)

1. Approve accounts for payment.

It was proposed by Cllr Angrave, seconded by Cllr Cawley and unanimously **resolved** to approve the accounts for payment. The mobile account has now moved to Giff Gaff due to cost.


2. Approve the Clerk's expenditure.

It was proposed by Cllr Coleman, seconded by Cllr Cave and unanimously **resolved** to approve the Clerk's expenditure.

3. Monthly bank reconciliation (July and August)

It was proposed by Cllr Coleman, seconded by Cllr Angrave and unanimously **resolved** to approve the bank reconciliations as correct.

The CCLA account for August could not be reconciled in time for the meeting, due to the bank statement being received late. This will be added to the October agenda.

2

 7/10/24

4. Agree the External Auditors Report for 2023-2024

The report was agreed, and no concerns were raised.

August Payments 2024

Payroll	BACS	Salary, NI and superannuation	£1,987.00
Clerk's expenses	BACS	Home as office	£26.00
		Postage	£11.60
		Petrol on 31/7/24 @0.45p per mile (74 miles)	£33.30
		Office Chair (The Range)	£99.99
		Suffolk Desk (The Range)	£49.98
		Brother Printer (cartridge People)	£360.90
Vodafone Ltd	D/D	Mobile phone	£26.31
IONOS by 1&1	D/D	Website domain	£24.04
Nurture Landscapes	BACS	Parish maintenance	£598.74
Lucion	BACS	Ground Survey	£1166.40
PKF Littlejohn	BACS	External Audit	£378.00
Newborough Village Hall	BACS	NHS rent	£2,500.00
Newborough Village Hall	BACS	NP meeting on 31/7/24	£10.00
Lucion	BACS	Geotechnical lab test and report	£1,166.40
Village Tribune	BACS	Annual Fee	£400.00
Savills	BACS	Playing field rent	£275.00

September Payments 2024

Payroll	BACS	Salary, NI and superannuation	£1,987.00
Clerk's expenses	BACS	Home as office	£26.00
		Giff Gaff (new phone account)	£6.00
Vodafone Ltd	D/D	Mobile phone (now moved to Giff Gaff)	£26.31
IONOS by 1&1	D/D	Website domain	£24.04
Nurture Landscapes	BACS	Parish maintenance	£598.74
Peterborough City Council	BACS	Election costs	£4890.66
Red Shoes	BACS	Payroll	£48.60
Red Shoes	BACS	Tax Investigation Service	£60.00

1893/10-24 Village and Community.


1. Agree the skate ramp tender document (alongside the ground survey report) and action.

It was proposed by Cllr Cave, seconded by Cllr Coleman and **resolved** for the tender deadline to be Friday 25th October 2024 at 5pm.

It was proposed by Cllr Babb, seconded by Cllr Angrave and **resolved** to include the following within the tender document: -

'The Parish Council wish to have this completed by Spring 2025 (weather permitting.)'

There was one (1) abstention.

3

 3/10/24

The Clerk will circulate and upload the tender documentation to the contract finder's website as per Standing Orders and legal requirement.

2. Update regarding the family fun day held in August

The family funday was a well-attended event. Franks Ices offered a donation of £13.50 from sales made. It was proposed by Cllr Coleman, seconded by Cllr Angrave and unanimously **resolved** to donate this money to 'Libbys Journey,' which supports a local resident.

3. Consider permitting dogs into Fernie Close Park

It was proposed by Cllr Ormston, seconded by Cllr Angrave and unanimously **resolved** to defer this item to the next meeting. The Clerk will circulate this proposal within the community, to generate public interest for the meeting.

4. Agree reparative work to the history board at Crown Garden, following vandalism damage – total cost £304 (excl VAT) via Fitzpatrick Woolmer.

It was proposed by Cllr Angrave, seconded by Cllr Cave and unanimously **resolved** to agree to repair the board, outlining (through social media) that unfortunately due to cost, this will not be repaired again.

5. Consider the current PC contractor schedule following the on-site meeting with Cllr Ormston in July.

Further to discussion with the contract manager at Nurture Landscapes, a revised cutting schedule addressing overgrowth within the parish will be sent for the PC to consider. This will be reviewed once received.

1894/9-24 Allotments.

Tenant request for consideration to farm land north of the allotments from 1st October 2024

It was agreed to advertise that agricultural land will be available to rent on Peterborough Road. This will be considered at the next meeting, and a decision will be made based on interest received.

1895/9-24 Burial Authority.

Report Update

It was proposed by Cllr Ormston, seconded by Cllr Angrave and unanimously **resolved** for Cllrs Rowell and Coleman to fill in the names on the war memorial. Cllr Hill will look to remove and replace the burial ground gates and investigate the cost of black metal paint.

There was one (1) abstention.

The church wardens offered the following update: a contractor has been appointed to address the church soakaways.

1896/9-24 Planning Applications.

Permitted/Refused/Withdrawn.

- | | |
|-----------------|---|
| 24/00833/HHFUL | Proposed flat roof rear extension and internal alterations to existing bungalow to provide master bedroom en suite day room at 7 School Road, Newborough, PE6 7RG. Permitted on 20/8/24. |
| 24/00001/SCREEN | For EIA screening opinion at Land East of Willow Dorve, Newborough, Peterborough. Comments on 9/8/24. |
| 24/00623/PRIOR | Proposed conversion and reasonable building operations of 3 agricultural buildings to 4 dwelling houses and demolition of 2 timber framed barns at Appletree Farm, Northborough Road, Milking Nook, Peterborough. Permitted – prior approval on 6/8/24. |

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, Bridgehill Road, Newborough. Permitted on 21/8/24

24/00220/FUL Proposed demolition of existing dwelling and the erection of 1no. detached cottage at Home Farm, Guntons Road, Newborough. Permitted on 19/8/24.

Planning Correspondence.

None received.

1897/9-24 Matters as agenda items for future consideration (decisions cannot be made under this item.)
Flag stand (Cllr Coleman will investigate cost), Christmas tree event, Crown Garden completion.

1898/7-24 Correspondence.

Received from the Neighbourhood Plan steering group regarding a call for sites.

The date for next full Council meeting is Thursday 3rd October 2024 at 7pm.

The draft budget meeting will be held on 15th October 2024.

There being no further business the meeting closed at 21:08 pm.