



Newborough and Borough Fen Parish Council

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Chairman: Mark Ormston
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NOTICE OF MEETING: Full Council Meeting
TIME: 7pm
DATE: Thursday 3rd April 2025
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
27th March 2025

Please note:

All mobile phones to be set to silent/vibrate.

Recording the meeting - please make it known to the Clerk before the meeting commences to allow for reasonable adjustments to be made (if so required).

MEMBERS: 12 VACANCIES: 0 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.

AGENDA

1960/4-25 To receive and approve apologies for absence

1961/4-25 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.

1962/4-25 To approve minutes of the Meeting held on the 6th of March 2025

1963/4-25 Information and reports

1. Receive reports from City Councillors.
2. Increase in allotment land rent by the Church Commissioners from £1,990 to £2,050 per annum.
3. Receive an update from the Transport Working Party – remote meeting held on 27th March.



4. Agree PC representation for the Parish Liaison meeting on 30th April at 6:30pm at Sand Martin house regarding the draft local plan.
5. Discuss the Annual Inspection Report carried out by The Play Inspection Company at Fernie Close Park on the 12/2/25 and agree any repairs and remedial action therein.
6. Note: Internal Auditor arranged for 23rd April 2025.

1964/4-25 Finance

(s150, s111 LGA 1972)

1. To approve accounts for payment.
2. To approve the Clerk's expenditure.
3. Monthly bank reconciliation (March 2025).
4. To agree the Quarter 4 budget (Jan-March)
5. To approve CAPALC's annual affiliation fee of £634.84 (includes £50 data protection membership and £123.85 NALC membership)
6. To agree the asset register.
7. To Note: £1 monthly fee increase to Red Shoes (payroll company)

April Payments 2025

Payroll	BACS	Salary, NI, tax and superannuation	£2158.89
Clerk's expenses	BACS	Home as office	£26.00
		Giff Gaff (work phone account)	£6.00
		VE day flag	£9.50
		Postage	£6.20
IONOS by 1&1	D/D	Website domain	£26.54
Newborough Village Hall	BACS	NP meeting on 21.1.25	£5.00
Notice Board Company	BACS	New notice board (cemetery)	£709.17
CC Planning	BACS	Neighbourhood Plan costs	£6720.00
Savills	BACS	Allotment rent	£995.00
Rialtas	BACS	Training	£216.00
Red Shoes	BACS	Payroll	£48.60

1965/4-25 Village and Community.

1. To agree further costs for two larger skate ramp drainage trenches at Fernie Close Park (further to discharge of condition requirements) £5,550.00 (excluding VAT)
2. To discuss lamp posts in the village – Cllr Angrave.
3. To receive an update from Cllr K Hill regarding armed forces covenant breakfast on 18/3/25.
4. To Note: Family Fun Day Working Party Meeting to be arranged.
Neighbourhood Plan meeting to be held on 2/4/25 at 7pm in the village hall.



1966/4-25

Allotments.

Tenant request for an allotment plan on the noticeboard and in the Tribune identifying available plots for rent.

Tenant request for a polytunnel (6x4) on plot 38.

1967/4-25

Burial Authority.

To agree remedial work to the cemetery fence (new section.)

1968/4-25

Planning Applications.

25/00267/HHFUL

Single storey rear extension at Red Maples, Thorney Road, Newborough, PE6 7QP. Comments to be received by 8/4/25.

25/00350/PRIOR

Change of use of Agricultural barn to B8 Storage at Firs Farm Bridgehill Road Newborough Peterborough PE6 7SA. Comments to be received by 10/4/25.

Permitted/Refused/Withdrawn.

25/00036/DISCHG

Discharge conditions - skate ramp at Fernie Close Park, Newborough. Determined on 17/3/25.

APP/J0540/D/24/3349057

Part Panks Farm 100 Speechley Drove, Borough Fen, Peterborough PE6 7RR. Appeal dismissed.

Planning Correspondence.

None.

1969/4-25

Matters as agenda items for future consideration (decisions cannot be made under this item.)

1970/4-25

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\(2\).](#)

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.

1971/4-25

To Agree the parish maintenance contract (tender details disseminated prior to the meeting.)

Close of meeting – date of next meeting.

Thursday 8th May 2025 - Annual Parish Meeting at 6pm followed by the Annual Meeting of the Parish Council at 7pm.