



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 10th July 2025
VENUE: Community Room, 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
3rd July 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: 1 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

1999/7-25 To receive and approve apologies for absence

2000/7-25 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.

2001/7-25 To approve minutes of the meeting held on the 5th of June 2025

2002/7-25 Information and reports

1. Receive reports from City Councillors.



2. To note the resignations of Cllrs John and Judy Fox from the Parish Council.
3. To agree the updated Terms of Reference for the Neighbourhood Plan Steering Group.
4. To note the Local Government Reorganisation survey (deadline 20th July) [Local councils in Cambridgeshire and Peterborough are changing –](#)
5. Risk Assessments for the cemetery, allotments and Crown Garden due.

2003/7-25 Finance

(s150, s111 LGA 1972)

1. To approve accounts for payment.
2. To approve the Clerk's expenditure.
3. To agree annual membership with the National Allotment Society at £84.00
4. To agree Cambridgeshire Acre annual membership at £72.00
5. To approve the monthly bank reconciliations (June 2025).
6. To approve the Asset Register 2025-26.

July 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
		.gov.uk (Title register and title plan for Newborough cemetery)	£14.00
		Postage	£3.60
IONOS by 1&1	D/D	Website domain	£26.54
CANVAS	BACS	Skate ramp and drainage	£84,123.00
Red Shoes	BACS	Payroll services	£52.20
ID Mercer	BACS	Parish Maintenance	£726.94

2004/7-25 Village and Community.

1. To discuss the Family Funday event on Friday 1st August 2025. (Risk assessment completed.)
2. To receive an update from PCC regarding speed cushion and SID costings on Thorney Road and agree response.
3. To agree a 'skate ramp' opening on Friday 8th August (Mr Bristow's office has confirmed attendance.)

2005/7-25 Allotments.

Tenant request to erect a 3ft x 5ft shed on plot 64.

To note: maintenance letters to be sent out following recent inspections.



2006/7-25 Burial Authority.

2007/7-25 Planning Applications.

25/00670/PRIOR

Agricultural building for winter housing of cattle at Moor Farm, Decoy Road, Newborough.

(Not available for PC comment as a PRIOR application.)

Permitted/Refused/Withdrawn.

25/00329/FUL

Two storey rear extension to existing dental practice (part retrospective) at 1 School Road, Newborough PE6 7RG. Permitted on 9/6/25

25/00524/WCPP

Variation of conditions C2 (plans), C3 (materials) and C7 (cycle shelter) pursuant to planning permission 24/00220/FUL at Home Farm, Guntons Road, Newborough Peterborough. Permitted on 27/6/25

Planning Correspondence.

None.

2008/7-25 Matters as agenda items for future consideration (decisions cannot be made under this item.)

2009/7-25 Correspondence.

Resident complaint received regarding the newly installed skate ramp.

The following items are 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.

2010/7-25 To agree remedial work to the cemetery fence (new section.)

Three (3) quotes received – disseminated to Cllrs prior to the meeting. (Title register and title plan provided.)

2011/7-25 To agree tree work at the cemetery, as per the report provided through JJ Trees (two quotations received.)

2012/7-25

- To note - three (3) tenants supplied with notices to quit following non-payment.
- To discuss one tenancy regarding a notice to quit (plot taken back on 30/6/25) and agree progression.

Close of meeting – date of next meeting.
Thursday 18th September 2025.