



# 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 18<sup>th</sup> September 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  
12<sup>th</sup> September 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: 3      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

**2013/9-25**      To receive and approve apologies for absence

**2014/9-25**      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.

**2015/9-25**      To approve minutes of the meeting held on the 10<sup>th</sup> of July 2025

**2016/9-25**      Information and reports

1. Receive reports from City Councillors.



2. To agree up to three (3) PC representatives to be trustees for Newborough Village Hall.
3. To adopt the new IT Policy.
4. To agree to Co-opt a new Councillor (council vote.)
5. Update – new provider for the PC's.gov.uk emails and website.
6. Update regarding Burmor Construction meeting and agree a list of street names for future developments - Clerk

## 2017/9-25 Finance

(s150, s111 LGA 1972)

1. To approve accounts for payment. (August and September)
2. To approve the Clerk's expenditure.
3. To agree the Quarter 1 budget.
4. To approve the monthly bank reconciliations (July and August 2025).
5. To agree the External Auditors Report (section 3)
6. To agree to financially support the Neighbourhood Plan following the cessation of Locality Funding (total estimated costs to complete the plan £3,350.00)
7. To Note the Local Government Service's Pay Agreement for 2025/26 – increase of 3.20% p/a

### August Payments 2025

Payroll	BACS	Salary, NI, tax and superannuation	£2543.50
Clerk's expenses	BACS	Home as office	£26.00
		Giff Gaff (work phone account)	£6.00
		Ribbon for ramp opening	£3.79
		Postage	£4.00
IONOS by 1&1	D/D	Website domain	£27.74
Pest professionals	BACS	Wasp nest removal at Fernie Close Park	£216.00
The Cartridge People	BACS	Ink and paper	£262.19
ID Mercer	BACS	Parish Maintenance	£726.94
PKF Littlejohn	BACS	External Audit	£504.00
S Mauderne	BACS	Allotment deposit return	£50.00
MM Signs	BACS	Funday banner	£60.00



## September Payments

Payroll	BACS	Salary, NI, tax and superannuation	£2235.81
Clerk's expenses	BACS	Home as office	£26.00
		Giff Gaff (work phone account)	£6.00
Red Shoes	BACS	Payroll services	£52.20
IONOS by 1&1	D/D	Website domain	£27.74
Savills	BACS	Allotment Rent	£275.00
ID Mercer	BACS	Parish Maintenance	£726.94
Village Tribune	BACS	Parish Magazine	£400.00
JJ Tree & Landscape Service Ltd	BACS	Tree work	£1080.00
Willow property maintenance	BACS	Materials to install information/cemetery boards	£49.38

### **2018/9-25 Village and Community.**

1. To receive an update re the Family Funday event on Friday 1<sup>st</sup> August 2025 and skate ramp opening on Friday 8<sup>th</sup> August 2025 – Cllr Coleman and Cllr Ormston.
2. To agree skate ramp area landscaping at Fernie Close Park – Cllr J Hill and Cllr Angrave.
3. To consider play park remedial work as per the ROSPA report.
4. Discuss flags displayed around Newborough – Cllr Ormston.
5. Discuss the Arthur Mellows College pick up location – Cllr Angrave
6. To agree the village Christmas community event and tree for 2025 – Cllr Coleman.

### **2019/9-25 Allotments.**

- To agree the new allotment noticeboard.
- To agree a polytunnel and shed on plot 45 and 46 and permit the allotment holder to trim back the tree on plot 46 which is overhanging the pathway.

### **2020/9-25 Burial Authority.**

- To consider the path project at the cemetery (new section.)
- Help requested for the brown bin to be put out weekly at the cemetery.
- To consider amending Newborough Cemetery's terms and conditions: -  
to permit dogs on a lead at the cemetery  
to only allow vases and memorials of non- breakable material (plastic or metal only.)

### **2021/9-25 Planning Applications.**

25/01004/FUL

Material amendment to approved planning drawings to increase size of dormer to the rear of the building at 1 School Road, Newborough, PE6 7RG. Extension to comments approved for 19<sup>th</sup> September 2025.

12<sup>th</sup> September 2025



**Permitted/Refused/Withdrawn.**

25/00812/NONMAT	Non-material amendment (day room position change, rotation of 90 degrees) to planning permission 24/00772/FUL at Land adjacent Lazyacre, Werrington Bridge Road, Milking Nook. Determined on 7/7/25.
25/00621/PRIOR	Proposed conversion of existing agricultural buildings to 5no. residential dwellings at White Post Farm, White Post Road, South Eye. Not PD (prior) on 11/7/25.
25/01049/PRIOR	Installation of fertiliser storage tank at land at Flood Farm, Peterborough Road, Crowland. Decision not required on 5/9/25.

**Planning Correspondence.**

Planning Appeal APP/J0540/W/25/3368574 at Home Farm, Guntons Road. Demolition of agricultural building and erection of no.1 dwelling. Comments by 7<sup>th</sup> August 2025.

**2022/9-25 Matters as agenda items for future consideration (decisions cannot be made under this item.)**

**2023/9-25 Correspondence.**

**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.

**2024/9-25** To agree a further twelve-months farm-business tenancies at Peterborough Road and Werrington Bridge Road and discuss possible drainage at the allotments.

**2025/9-25** To agree progression with remedial work to the cemetery fence (new section.)  
Correspondance received from resident.

Close of meeting – date of next meeting.

Thursday 9<sup>th</sup> October 2025 – to include budget setting