

Newborough and Borough Fen Parish Council

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Minutes of the Meeting of Newborough and Borough Fen Parish Council held on Thursday 10th July 2025 at Newborough Village Hall, Guntons Road, Newborough, PE6 7RT.

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

Also in attendance: Irene Healiss (Clerk).
Peterborough City Cllr Allen.

Three (3) members of the public.

Public Participation

None

1999/7-25 Receive and approve apologies for absence

Apologies were received and approved for:
Cllrs Jon and Kim Hill – personal.

City Cllr Ray offered apologies.

2000/7-25 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.

- Cllr Cawley declared an interest in matters concerning the cemetery.
- Cllr Cave declared an interest in agenda item 2010/7-25
- Cllr Coleman declared an interest in agenda item 2010/7-25

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

It was proposed by Cllr Angrave, seconded by Cllr Cawley and unanimously **resolved** to approve the minutes.

2002/7-25 Information and reports

1. Report from City Councillors.

City Cllr Allen offered the following updates: -

- a recent police 'walkabout' in the village resulted in a neighbour dispute being reported to Councillors.
- The traffic incident on Thorney Road has been highlighted for action.

Parish Councillors raised the following concerns: -

- Are the police able to carry out speed awareness initiatives along Thorney Road.
- The speed of traffic along Werrington Bridge Road has increased, and the road is falling away. Speed humps may be appreciated by residents, although the bus route was noted.
- Flytipping continues to be reported to PCC – it is important the flytipping working group are informed how communities are suffering.
- Footpath conditions are of concern – the hedges also need cutting along Thorney Road (PCC will be attending mid to late August to address this.)



2. Note the resignations of Cllrs John and Judy Fox from the Parish Council.

A letter of thanks will be sent to Mr and Mrs Fox for their service to the community. Notices of casual vacancy will be displayed.

3. Agree the updated Terms of Reference for the Neighbourhood Plan Steering Group.

It was proposed by Cllr Coleman, seconded by Cllr Cawley and unanimously **resolved** to agree the updated Terms of Reference for the Steering Group. It was raised that Locality Funding supporting Neighbourhood Plans has now been withdrawn.

4. Note the Local Government Reorganisation survey (deadline 20th July) [Local councils in Cambridgeshire and Peterborough are changing –](#)

Noted by Councillors.

5. Risk Assessments for the cemetery, allotments and Crown Garden due.

Noted by Councillors – any outstanding R/A's will be sent through to the Clerk.

2003/7-25 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. This also included a £361.49 direct debit to wave for water at the allotments.

2. Approve the Clerk's expenditure.

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

3. Agree annual membership with the National Allotment Society at £84.00

It was proposed by Cllr Angrave, seconded by Cllr Cawley and unanimously **resolved** to approve annual membership with the National Allotment Society at £84.00.

4. Agree Cambridgeshire Acre annual membership at £72.00

It was proposed by Cllr Cave, seconded by Cllr Coleman and unanimously **resolved** to approve annual membership with Cambridgeshire Acre at £72.00

5. Monthly bank reconciliations (June)

It was proposed by Cllr Cawley, seconded by Cllr Cave and unanimously **resolved** to approve the Unity Trust bank reconciliations as correct, which included the CCLA reconciliation for May.

6. Approve the Asset Register 2025-26

It was proposed by Cllr Angrave, seconded by Cllr Cawley and unanimously **resolved** to agree the updated Asset Register.

July Payments

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. Discuss Family Funday event on Friday 1st August 2025 (Risk assessment completed)

Cllr Coleman updated that the bouncy castle, sports providers and food trucks have been organised alongside the Coronation Field Trustees, with relevant insurance and hygiene certificates sent to the Clerk in advance of the funday. Advertising has been arranged to fully promote the event.

2. Update from PCC regarding speed cushions and SID costings on Thorney Road and agree a response.

It was proposed by Cllr Cave, seconded by Cllr Cawley and **resolved** for the Clerk to request two (2) 1.7 metre speed cushions either side of Thorney Road, and to replace the two (2) SIDS in the middle of Thorney Road, already in situ. There was one (1) abstention - Cllr Rowell.

3. Agree a 'skate ramp' opening on Friday 8th August at 1pm (Mr Bristow's office has confirmed attendance.)

It was proposed by Cllr Ormston, seconded by Cllr Cawley and **resolved** for the Clerk to arrange an opening event for the skate ramp at Fernie Close Park on the date and time confirmed. The Clerk will invite the Peterborough Mayoress and her consort to the opening, as well as a local newspaper to report on the event. A ribbon will be supplied, and Cllr Ormston will offer a few words on the day.

2005/7-25 Allotments.

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

It was proposed by Cllr Ormston, seconded by Cllr Cawley and **resolved** to permit the tenant to erect a 3ft x 5ft shed on the plot. The tenant will be reminded that, as per terms and conditions: -

(2.10) All buildings must be sited no closer than 1 metre from the allotment boundary.

(2.11) All sheds and greenhouses must have a water butt attached for the collection of rainwater.

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

Noted by Cllrs.

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.)

PC meetings at the village hall, Christmas Light switch on, Locality funding (Neighbourhood Plan), playground equipment renewal at Fernie Close Park, funding options for new goals (consider Peterborough football club), Funday update, Thorney Road speed mitigation (PCC funding works through s106), launching of soil/clover on either side of the skate ramp.

2009/7-25 Correspondence.

- Resident complaint received regarding the newly installed skate ramp.

It was proposed by Cllr Cave, seconded by Cllr Angrave and **resolved** to respond to the resident with the following: -

The Parish Council acknowledge your email and wanted to advise that if there is anti-social behaviour at the park, we encourage you to contact the police to report this.

The blue barriers will be removed very soon and were erected to allow the grass to germinate. Throughout the process the PC received mixed feedback, but overall since the ramp has been installed, it has been mostly positive.

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.

It was proposed by Cllr Coleman, seconded Angrave and **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 8:33pm.

2010/7-25 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.)

It was proposed by Cllr Cave, seconded Cllr Cawley and **resolved** to agree a one-off repair to the fence, due to health and safety concerns for patrons of the cemetery - responsibility of the fence has not been established despite title and land registry investigations being undertaken by the Clerk. The resident of the adjoining fence will be updated as to the PC's position on the matter prior to work being undertaken.
It was proposed by Cllr Angrave, seconded by Cllr Babb and **resolved** to instruct Allens Landscapes to complete the repair at £379 plus VAT.

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

It was proposed by Cllr Ormston, seconded Cllr Angrave and **resolved** to instruct JJ Trees to undertake work at the cemetery as per the tree report provided at a cost of £900 plus VAT.
There was one (1) abstention - Cllr Cawley.

2012/7-25

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

It was proposed by Cllr Cave, seconded Cllr Cawley and **resolved** to allow the tenant to remain on the plot subject to any outstanding payments being received.

The date for next full Council meeting is Thursday 18th September at the Village Hall.
There being no further business the meeting closed at 9:03 pm.