

Matfen Parish Council  
Ward 1 – Fenwick, Ingoe, Ryal. Ward 2 – Matfen

Minutes of the Meeting of the Council held in Matfen Village Hall on Tuesday 27<sup>th</sup> July 2015 at 7.00pm

**Present:** Mr Robin Douglass, Chairman of the Council together with Mr Frank Robson, Mrs Ann Gregory-Smith, Mr Stuart Mills, Mr Keith Irving and Mr John Telford.

In Attendance: Mrs Veronica Jones, County Councillor  
Mrs Mandy Senior (Clerk)

**0649. APOLOGIES FOR ABSENCE – None**

**0650. DECLARATION OF INTEREST. None**

**0651. MINUTES OF THE MEETING HELD ON 7<sup>th</sup> July 2015.** It was proposed by Cllr J Telford, seconded by Mr Frank Robson and AGREED to accept the minutes as an accurate record.

**0652. RESIDENTS** present raised a number of matters and where relevant they are listed together with the actions that will be taken, if required. In due course if necessary, reports will be made back to Council.

- a) **RYAL.** Mr Kelly attended the meeting to discuss the various outstanding issues in Ryal. He had been in correspondence with Steve Evans, Enforcement Officer, Northumberland County Council. Mr Evans is currently investigating enforcement issues in the field where equipment and machinery are held. Unfortunately, no action can be taken in the field to the north of the church due to the timescales involved. He advised that several inspections would need to be undertaken over several months to see if matters had worsened.

A private meeting had been held on 2 June 2015 with the following officers from NCC; Helen Lancaster, Principal Solicitor, Martin King, Highways, Julie Lawson, Planning Dept, Steven Evans, Planning Enforcement, Nick Barratt, Public Health and Richard Powell, Locality Development Officer. Mr Evans was to write to Mr Kelly with a response from NCC. He had also bound Mr Kelly to confidentiality with regards to the planning matters.

Mr Evans advised that Helen Lancaster is dealing with the parking of cars on the village green and the illegal track. Discussion had taken place between Matfen Estates and NCC and it had been suggested that a loose surfaced area should be created in front of the cottages and the tarmac strip removed and re-instated to grass. Consent from the Planning Inspectorate will need to be obtained to create the area in front of the cottages.

Mr Kelly passed correspondence between Mr Evans and himself to the Parish Council for distribution to all councillors. Mr Kelly will continue to correspond with Mr Evans.

Councillors agreed that the reinstatement of the illegal track should be a priority and the strip in front of the cottages should not be considered until the village green had been re-instated. A meeting is to be held with members of Matfen Parish Council and Matfen Estates during August. Date to be confirmed.

**0653. COUNTY COUNCILLOR'S REPORT.** Cllr Mrs V Jones gave a verbal update on matters relating to Northumberland County Council.

- a) **BROADBAND.** A meeting is to be held on 15<sup>th</sup> September 2015 at 6.30pm in Matfen Village Hall with members of iNorthumberland. This briefing will be to update residents on timescales for the implementation of high speed broadband, which areas will be affected and other possibilities for the outlying areas. Cllr V Jones is preparing a letter advising residents of the meeting. This will be distributed around the village, copies placed in the shop, on the notice boards. Cllrs F Robson, S Mills and K Irving offered to help with distribution.

- b) **PLANNING.** It was noted that the Hexham Courant obtain their information from the published information on the NCC website. It was agreed to write to the Hexham Courant, enclosing a copy of Matfen Parish boundary map, requesting they publish planning information for Matfen Parish under the heading of Matfen.

- c) **GRASS CUTTING.** It was noted that NCC are no longer cutting the grass verges, only those around junctions and to improve sight lines. Rural Councillors are complaining and this matter is to be discussed by the Chairman of the Area Committee shortly. It was agreed to write to NCC requesting the verges are cut in the rural areas as some roads were becoming very dangerous.

- d) **NORTHUMBERLAND COUNTY COUNCIL CHIEF EXECUTIVE.** NCC have now appointed a Chief Executive. Steven Mason, who was Corporate Director for Admin/Finance, has taken this role.

**0654. MATTERS ARISING**

- a) **VICE CHAIRMAN.** Minute 626 refers. Cllr S Mills accepted the appointment of Vice Chairman of the Council.

- b) **BRIDGE.** Minute 631a refers, Mrs Senior is to provide copies of the letters sent to Northumbrian Water requesting that the bridge be painted to Cllr R Douglass.

- c) **MATFEN VILLAGE HALL.** Minute 631e refers. Cllr J Telford had advised the Village Hall committee that the Parish Council would need the plans, costs and designs of the replacement windows before a contribution is made. A copy of the Village Hall accounts had also been requested.

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- d) **VILLAGE INSPECTION.** Minute 631f refers. The tidy up in the village had now been completed
- e) **POST OFFICE.** Minute 640 refers. It was noted that the mobile post office van was getting very little use.
- f) **MOOTLAW QUARRY.** Minute 644 refers. An update will be requested from the planning officer Joe Nugent.
- g) **DEFIBRILLATOR.** Minute 645c refers. Matfen Golf Club were not prepared to allow their defibrillator to be taken off site. It was noted that the Table Tennis Club would be prepared to contribute towards the costs. It was agreed that the Parish Council would purchase a defibrillator to be situated on the outside of the Village Hall. Mrs Senior will look into this.

**0655. FINANCE**

- a) **TO RECEIVE ACCOUNTS UP TO 30<sup>th</sup> JUNE 2015.** It was proposed by Cllr Mrs A Gregory-Smith, seconded by Mr John Telford and AGREED to accept the accounts up to **30<sup>th</sup> June 2015.**
- b) **RISK ASSESSMENT.** Copies of the risk assessment will be circulated to all councillors and agreed at the September meeting of the Parish Council.
- c) **ACCOUNTS FOR PAYMENT.** It was proposed by Mrs A Gregory-Smith, seconded by Mr John Telford and AGREED accounts on the list attached be paid.

Payee	Detail	Cheque Issued	VAT	Net of VAT	Cheque Number
Playsafety Ltd	Play area inspections	156.00	26.00	130.00	100849
Mel's Cleaning Co	Public Toilets	32.00		32.00	100850
Broker Network Ltd	Insurance renewal	438.10		438.10	100851
Philip Dixon	Village tidy up	500.00		500.00	100852
Matfen Village Hall	Rental	10.00		10.00	100853
Mrs A Senior	Expenses	72.25		72.25	100854
FEL Accounts	Internal audit	24.00	4.00	20.00	100855
GS Environmental Ltd	Wasp nest removal	60.00	10.00	50.00	100856
Mel's Cleaning Co	Public toilets	32.00		32.00	100857
Community Action Nland	Grant aid	25.00		25.00	100858
Great North Air Ambulance	Grant aid	200.00		200.00	100859

- 0656. CORRESPONDENCE.** All correspondence received since the meeting held on 7<sup>th</sup> July had been listed on the agenda and circulated to all councillors.
- 0657. INTERNAL AUDIT.** The internal audit had been carried out by FEL Accounts and it was noted there were no issues.
- 0658. SECOND ANNUAL TOWN AND PARISH COUNCILS CONFERENCE** will take place on Thursday 24<sup>th</sup> September 2015 at West Hartford Fire Station, Cramlington. The conference programme had been circulated to all councillors together with the booking form.
- 0659. THE PENSIONS REGULATOR.** It was noted that the staging date for Matfen Parish Council is 1 May 2017. Employees will have to be assessed at the staging date to determine their category i.e. eligible, non-eligible or entitled worker. Matfen Parish Council has no eligible employees however will have to issue a declaration of compliance to The Pension Regulator within 5 months of the staging date.
- 0660. PLANNING APPLICATIONS.**

All outstanding planning applications are listed on each agenda.

Reference No	Location	Description	Decision
14/03900/MRV EIA	Mootlaw Quarry Matfen	Review of Old Minerals Permissions (ROMP) under the provision of the Environment Act 1995 in respect of application C/91/D/514 (Proposed extension to existing limestone quarry with restoration to agriculture woodland and wildlife areas on 152 ha of land.	Decision awaited
15/01041/FUL	Land west of driving range, Matfen Hall	Removal of existing antenna and spine frame installed on existing 24.5m lattice. Installation of 3 no replacement antennas mounted on a new 5m parallel section to replace existing tapered section; 2 no additional 300mm transmission dishes; removal of 1 no existing equipment cabinet; installation of 1 no replacement and 1 no additional equipment cabinet and ancillary development including the installation of 3 no remote radio units	GRANTED
15/00733/FUL	Land north east of Kearsley Farm	Proposed free range poultry building	GRANTED

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15/01388/FUL	Land north east off Kearsley Farm	Proposed free range poultry building Phase 2	GRANTED
15/01425/FUL	Land north east of Kearsley Farm	Proposed free range poultry building Phase 3	GRANTED
15/01417/REN E	Land west off Harrogate Hill, Matfen	Erection of single Tozzi Nord Victory 24-60 (60kw) wind turbine off 34m to blade tip and associated infrastructure	Decision awaited
15/01442/FUL	Land north east of Kearsley Farm	Proposed free range poultry building Phase 4	GRANTED
15/01464/FUL	Land north east of Kearsley Farm	Proposed free range poultry building Phase 5	GRANTED
15/02318/FUL	1 High House Cottages	Construction of two storey rear extension (porch) and change of use of agricultural field to create parking and garden space	Decision awaited
15/02319/FUL	3 High House Cottages	Single storey side and rear extension (porch) and change of use of agricultural field to create parking and garden space	Decision awaited

**0661. VILLAGE ISSUES**

- b) **PARKING.** Cars continue to park on the Ryal road obstructing the pavement. PC Lee Davison will be advised.
- c) **BUS SHELTER.** Philip Urwin is to repair and paint the bus shelter in Matfen. He is also to carry out the repairs to the play area at a cost of £255.00.
- d) **PLAY AREA – INGOE.** Mrs Ann Gregory Smith is to contact the residents of Ingoe to establish what sort of equipment they would like in the play area. An initial budget of £10,000 - £12,000 was discussed.

**0662. RESIGNATION OF CLERK.** It was noted that Mrs Senior had given notice to leave the post of Clerk to the Parish Council. Her finish date will be 30<sup>th</sup> November 2015. Mrs Senior is to draft a job advertisement to be circulated to all current clerks in Northumberland via Community Action Northumberland. Depending on the interest an advertisement will be placed in the Hexham Courant and on the notice boards.

**0663. DATE OF NEXT MEETING.** The next meeting is to be held on Monday 28<sup>th</sup> September 2015 at 7.00pm in the Village Hall.

Signed as an accurate record \_\_\_\_\_ Chairman