

# Matfen Parish Council

## Ward 1 – Fenwick, Ingoe, Ryal. Ward 2 – Matfen

**Draft Minutes of the Meeting of the Council held in Matfen Village Hall on Tuesday 28 March 2017 at 7.00pm.**

**Present:** Stuart Mills (Chairman) of the Council, Mr Keith Irving (Vice Chairman) together with Mr Frank Robson, Mrs Ann Gregory-Smith, Mr Chris Austin & Mr Hugh Murphy

**In Attendance:** County Councillor Mrs V Jones

**0793. APOLOGIES FOR ABSENCE – Jo Bramley (Clerk)**

**0794. DECLARATION OF INTEREST.** None.

**0795. MINUTES OF THE MEETING HELD ON 31 January 2017.** It was proposed by Mr S Mill, seconded by Mr K Irving and AGREED to accept the minutes as an accurate record.

**0796. COUNTY COUNCILLOR'S REPORT.** County Cllr Mrs V Jones gave a verbal update on matters relating to Northumberland County Council.

- a) **VERGE AT THE JUNCTION NEAR RYAL.** We will be making sure that this will move forward.
- b) **MATFEN/RYAL/INGOE JUNCTION.** County Cllr V Jones made us aware of proposed roadworks at this junction where road closures and diversions will be required. County Cllr V Jones asked if there were any dates to be avoided, parish council highlighted the cyclone race and suggested any road closures might be better in school holidays.

**0797. MATTERS ARISING**

- a) **MAPS.** We have received the maps and Mr C Austin will make more copies and would like to frame one to hang in the village hall. **Action: Mr Austin to organise.**
- b) **HIGH HOUSE FARM BREWERY.** **Action: Mr S Mills to go and speak Heather & Gary Scott.**
- c) **PUBLIC TOILETS.** We have had various communications about the condition of the toilets and the parish council agreed that the public toilets are an important asset to the village and are prepared to invest in getting them to a suitable standard. Additionally, it was agreed the current cleaners don't seem to be cleaning them to an acceptable standard and to cancel the cleaning agreement we have with them and look for an alternative. **Action: Clerk to contact Mr Miller apologising & inform them of our plans. K Irving to look at cost for a whole refurb of the toilets & to find another cleaner. Clerk to suggest possible cleaning replacements.**
- d) **MOLES.** **Action: Mr H Murphy to look into the mole issue and organise mole catcher.**
- e) **NOTICE BOARDS.** All of the notice boards are in bad repair and cannot be opened and so any parish communications are unable to be displayed in the notice boards. We have a notice board that was purchased for Fenwick. **Action: Clerk to ask Mandy to drop the notice board off at the village shop if possible. Mr K Irving to look at getting 3 new parish notice boards.**
- f) **KELLY PLANNING APPLICATION.** It was raised that the parish council had not seen this application and Mr F Robson has had several comments that residents of Ryal have no recollection of any correspondence or signage pertaining to the application. **Action: Clerk to contact NCC as a matter of urgency to clarify what has happened.**
- g) **MR THIRWELL CORRESPONDENCE.** **Action: Clerk to give hard copies to Mr F Robson.**
- h) **INGOE VERGES.** Mr C Austin has done what he can to improve the verges. No further action required.
- i) **LAND TO THE NORTH OF RYAL CHURCH.** It has been brought to the attention of the parish council that significant groundworks have been taking place in the field immediately north of Ryal church. **Action: County Cllr V Jones is to highlight these groundworks with NCC as a matter of urgency for them to determine whether these groundworks are allowable and to take any appropriate action.**
- j) **BROKEN BENCH ON MATFEN VILLAGE GREEN.** **Action: Mr H Murphy to organise removal of bench.**
- k) **MATFEN VILLAGE TIDY UP.** It was agreed that Philip Dixon did a good job last year when contracted to tidy the village green and surrounding areas. **Action: Mr K Irving to contact Philip Dixon to see if the same can be done this year.**
- l) **BUDGET REVIEW.** It was agreed to add budget review to the agenda items at the next meeting. **Action: Clerk to bring to the next meeting a top line view of our current budget and financial position.**

**0798. FINANCE**

- a) **ACCOUNTS FOR PAYMENT.** It was proposed by Mr S Mills, seconded by Mrs A Gregory Smith and AGREED accounts on the list attached be paid.
- b) **BONFIRE NIGHT INSURANCE.** The parish council usually pay the cost of the insurance and it was agreed to pay it again. **Action: A Gregory-Smith to send the paperwork to Clerk to arrange payment.**

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Payee	Detail	Cheque Issued	VAT	Net of VAT	Cheque Number
Matfen Village Hall	Rental – February 2017	10.00		10.00	100933
Matfen Village Hall	Rental – March 2017	10.00		10.00	100934
Mel's Cleaning	Public toilets – March 2017	33.00		33.00	100935
Miss J M Bramley	Clerical Services	402.96		402.96	100936
Miss J M Bramley	Expenses	34.98		34.98	100937
NCC	Grass Cutting	330.34	55.06	275.28	100938
Komplan	Ingoe Play Area	14,464.82	2,410.80	12,054.02	100939

**0799. CORRESPONDENCE.** All correspondence received since the January 2017 meeting had been listed on the agenda and circulated to all councillors.

a) **INGOE PLAY AREA.** Snag list has been completed

**0800. PLANNING APPLICATIONS.**

All outstanding planning applications are listed on each agenda.

Planning Application Reports				
Reference	Applicant	Address	Description	Decision
16/03737/LBC	Mr & Mrs Parker	South Hall, Ingoe	Listed Building Consent for internal & external alterations	GRANTED
16/04042/RENE	Mrs P Stewart	Land North of Pasture House, Ingoe	Proposed installation of 24no. ground mounted photovoltaic solar panels to generate electricity	GRANTED
16/04240/LBC	Mr & Mrs Parker	South Hall, Ingoe	Listed Building Consent for construction of garden room extension	Awaiting decision
16/04604/FUL	Mr Pool	Lynup Hill Farm, Ingoe	Proposed construction of dormer window & rear porch	Awaiting decision
16/04239/FUL	Mr & Mrs Parker	South Hall, Ingoe	Proposed construction of garden room extension	Awaiting decision
17/00238/FUL	Mr & Mrs Kelly	Stable Cottage, Ryal	Proposed single storey extension	GRANTED
17/00842/FUL	Northumbrian Water	Matfen Hall, Matfen	Proposed erection of a replacement control kiosk at Matfen Hall Sewage Pumping Station	Comments by 11 April

**0801. VILLAGE ISSUES.** None.

**0802. ANY URGENT BUSINESS.** None.

**0803. DATE OF NEXT MEETING.** The next meeting is to be held on **Tuesday 30 May 2017 at 7.00pm** in the Village Hall.

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