

Matfen Parish Council

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

Draft Minutes of the Annual Meeting of the Parish Council held in Matfen Village Hall on Tuesday 30 May 2017 at 7.00pm.

Present: Stuart Mills (Chairman) of the Council, together with Mr Frank Robson, Mrs Ann Gregory-Smith, Mr Hugh Murphy & Jo Bramley (Clerk)

In Attendance: County Councillor Mrs V Jones
Charles Kelly (Ryal resident)

- 0804. APOLOGIES FOR ABSENCE** – Mr Keith Irving (Vice Chairman) & Mr Chris Austin
- 0805. DECLARATION OF ACCEPTANCE OF OFFICE**
- 0806. ELECTION OF CHAIRMAN**
- 0807. ELECTION OF VICE CHAIRMAN**
- 0808. DECLARATION OF INTEREST.** None.
- 0809. RESIDENTS.** Charles Kelly was present and wanted to point out that in no way was he responsible for Northumberland County Council not notifying residents about their planning application. We acknowledge that the issue is with the council and not Mr Kelly.
- 0810. MINUTES OF THE MEETING HELD ON 28 March 2017.** It was proposed by Mr S Mills, seconded by Mrs Gregory-Smith and AGREED to accept the minutes as an accurate record.
- 0811. COUNTY COUNCILLOR'S REPORT.** County Cllr Mrs V Jones gave a verbal update on matters relating to Northumberland County Council.
- a) **COUNCIL.** Northumberland County Council are now staying at County Hall.
 - b) **MORPETH.** All the trees at Queen Elizabeth walk have been reinstated, they had been half cut down but the forestry commission made them reinstate it.
 - c) **VERGES.** All roadside verges are to be cut as they are very dangerous.
 - d) **AREA COUNCILS.** These will be made up of councils in the area, ours will be Castle Morpeth. They will deal with planning and highways by people that know the area. They will be decided locally and planning meetings will be at 6pm so people can attend them.
 - e) **COUNTY CILLR V JONES.** Now has the portfolio for Adult Wellbeing and Health.
- 0812. MATTERS ARISING**
- a) **MAPS.** Minute 0797a refers. **Action: Mr Austin to organise.**
 - b) **HIGH HOUSE FARM BREWERY.** Minute 0797b refers. **Action: Mr S Mills to go and speak Heather & Gary Scott.**
 - c) **PUBLIC TOILETS.** Minute refers 0797c refers. **Action: K Irving to look at cost for a whole refurb of the toilets & to find another cleaner.**
 - d) **MOLES.** Mole catcher has been and set traps.
 - e) **NOTICE BOARDS.** We can open the Matfen notice board however it does need looking at. **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.** Northumberland County Council responded to say that the only person the planning application affected was Mr Kelly's direct neighbour and that they had been contacted. The neighbours informed us they had received no notification of the application. **Action: Clerk to contact NCC as a matter of urgency to clarify what has happened & to request copies of the correspondence.**
 - g) **LAND TO THE EAST OF RYAL CHURCH.** Northumberland County Council wrote to the owner of the land on 12 May 2017. They have no reply to their correspondence. They have asked in the letter what are they doing on the land. Once they get a response they will assess whether planning permission is required and if not the land will have to be reinstated as it was. Mr Kelly said over the seven year period he has had several officers from NCC to say that what is done on the land is wrong and that something will be done about the issue but then nothing gets done. Mr Kelly feels it is not just ground works taking place but the land is also being extended. Mr Kelly also feels that the NCC is failing in their statutory duty. Mr Kelly will contact the enforcement officer himself aswell. **Action: County Cllr V Jones is to contact the NCC to ask if what is happening on the land is contravening planning regulations.**
 - h) **BROKEN BENCH ON MATFEN VILLAGE GREEN.** Many thanks to Phil Chaffer. He has kindly repaired the bench.
 - i) **MATFEN VILLAGE TIDY UP.** Minute 0797k refers. **Action: Mr K Irving to contact Philip Dixon to see if the same can be done this year.**
- 0813. 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.

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- b) **TO ACCEPT ACCOUNTS UPTO 31 MARCH 2017.** Proposed by Mr S Mills, seconded by Mrs Gregory-Smith.
- c) **TO APPROVE ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2017.** Proposed by Mr S Mills, seconded by Mrs Gregory-Smith.
- d) **ASSETS. Action: Clerk to find out our legal obligations in to maintaining our assets.**

Payee	Detail	Cheque Issued	VAT	Net of VAT	Cheque Number
Matfen Village Hall	Rental – May 2017	10.00		10.00	100940
Mel's Cleaning	Public toilets – April 2017	33.00		33.00	100941
Miss J M Bramley	Clerical Services	402.96		402.96	100942
Miss J M Bramley	Expenses	16.25		16.25	100943
NALC	Subscription	127.00		127.00	100944
FEL Accounts	Internal audit year end March 2016	24.00	4.00	20.00	100945
Matfen Village Hall	Bonfire Insurance	92.00		92.00	100946

0814. CORRESPONDENCE. All correspondence received since the March 2017 meeting had been listed on the agenda and circulated to all councillors.

- a. **WHITTINGTON NEIGHBOURHOOD PLAN.** Mrs Gregory-Smith was impressed with the plan. The parish councillors have been notified to look at the plan and comment before the 26 June 2017.

0815. PLANNING APPLICATIONS.

All outstanding planning applications are listed on each agenda.

Planning Application Reports				
Reference	Applicant	Address	Description	Decision
16/04240/LBC	Mr & Mrs Parker	South Hall, Ingoe	Listed Building Consent for construction of garden room extension	GRANTED
16/04604/FUL	Mr Pool	Lynup Hill Farm, Ingoe	Proposed construction of dormer window & rear porch	GRANTED
16/04239/FUL	Mr & Mrs Parker	South Hall, Ingoe	Proposed construction of garden room extension	GRANTED
17/00842/FUL	Northumbrian Water	Matfen Hall, Matfen	Proposed erection of a replacement control kiosk at Matfen Hall Sewage Pumping Station	GRANTED

0816. VILLAGE ISSUES. The wall opposite the Estate Office is in bad repair and looks dangerous. **Action: County Cllr V Jones will speak to NCC to get them to look at it.**

0817. ANY URGENT BUSINESS. None.

0818. DATE OF NEXT MEETING. The next meeting is to be held on **Tuesday 25 July 2017 at 7.00pm** in the Village Hall.

Signed as an accurate record _____ Chairman