

DRAFT MINUTES SUBJECT TO COUNCIL APPROVAL

Minutes of the Meeting of the Council held in Matfen Village Hall on Tuesday 31st March 2015 at 7.00pm

Present: Mr Robin Douglass, Chairman of the Council together with Mr Frank Robson, Mr John Telford, Mrs A Gregory Smith and Mr Stuart Mills.

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

0603 APOLOGIES FOR ABSENCE – None

0604. DECLARATION OF INTEREST. None

0605. RESIDENTS. The residents present raised a number of issues 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) **INGOE VILLAGE GREEN.** Mr Birch requested that the protective fence erected around a beech tree on Ingoe Village Green is removed. The fence is constraining the tree which has now reached semi maturity and is restricting its growth. Mr Birch offered to do this and remove all of the fencing materials. This was **AGREED** by members of the Parish Council.
- b) **INGOE ROAD SAFETY.** Residents present expressed concerns about the speed and manner of some vehicles accessing the village. The village itself has no restrictions in place and is in effect a national speed limit. Any vehicle travelling in excess of 30mph would potentially be driving without due care and consideration given the layout of the road and the village environment. PC Lee Davison advised that the police will deal with any reports of inconsiderate or dangerous driving however as an awareness and to promote a safer environment, he asked that consideration be given to advisory signs i.e. Children playing slow – keep off the grass. Cllr Mrs V Jones advised that she had passed the request from the residents, which included a review of the speed limit, to the Area Manager, NCC Highways who would look into it. Cllr Mrs V Jones advised that she could cover the costs of any recommended signage from her member's allowance. It was also noted that a car was driving across the village green where children were playing. Cllr R B Douglass to speak to the resident involved. **Action: RB Douglass**
- c) **PLAY EQUIPMENT.** As there had been a recent increase in the number of children under 5 in the village, the residents enquired as to whether funding was available to provide some suitable play equipment for the village green. The Parish Council is currently looking into this and will consult with the residents in due course.

0606. MINUTES OF THE MEETING HELD ON 16th February 2015. It was proposed by Mrs Ann Gregory Smith, seconded by Mr John Telford and **AGREED** to accept the minutes as an accurate record.

0607. COUNTY COUNCILLOR'S REPORT. Cllr Mrs V Jones gave a verbal update on matters relating to Northumberland County Council.

- a) **SUPPORTED BUS SERVICES.** It was noted that this consultation had now ended and the No 74 bus is safe until August 2015. NCC are reviewing how they work out the subsidies; currently it is cost per person per journey.
- b) **BROADBAND.** Several meetings had been held with BT, NCC, BDUK and various mobile providers. Guy Opperman MP has been heavily involved and is encouraging residents and the Parish Council to write to Stephen Mason, Lead Executive Director, NCC to ensure Matfen is top of the list in Phase 2 of the roll out. A draft letter will be loaded onto the website for residents to print off and send to Mr Mason.
- c) **PLANNING REVIEW.** A final decision on whether to implement the proposed changes is due to be made by NCC's full council meeting on 1 April 2015
- d) **MATFEN PIERS JUNCTION.** Cllr Mrs Jones advised that following the accident recently NCC is to revisit the safety issue at the junction. **Action: VJ to chase this up.**

0608. MATTERS ARISING

- a) **BUS SHELTER.** Minute 592c refers. It was noted that the Parish Council would not be going ahead with installing a new bus shelter. Philip Urwin will provide a quote to repair the existing bus shelter in Matfen.
- b) **WEBSITE.** Minute 601b refer. Cllr Stuart Mills is now able to update the website and all information should be sent to him. It was noted that all agendas would be added to the website at least a week in advance of the meeting.
- c) **FENWICK.** Minute 593e refers. PC Lee Davison had visited the owner of the tractors. He had provided registration and insurance documents for both vehicles which confirmed they are entitled to park on the highway. P C Davison advised that one tractor is parked on the highway (Layby) and is not causing an obstruction allowing free passage on the main road and to the footpath. The second

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tractor is parked on the verge bordering the path which the resident advises is owned by him, again not causing any obstruction. Both vehicles are in working order and are used occasionally.

- d) **PARKING ON THE PAVEMENT.** Minute 593f refers. PC Lee Davison advised that the matter of parking on pavements occurs in all locations county and countrywide. If there are any lines present they are enforceable and fall in the jurisdiction of Northumberland County Council Enforcement Officers. If a vehicle is parked in such a way to cause an obstruction i.e. pavement blocked preventing pedestrian passage or parked across a driveway then the police will deal with it if the vehicle is still present on arrival.
- e) **TREE WORKS. Matfen Village Green.** Minute 593ji refers. It was still unclear as to who is responsible for the tree on Matfen Village Green. Cllr Mrs V Jones to take this up with NCC. **Update: NCC is to deal with this once a bat survey has been carried out and the tree checked for nesting birds.**
- f) **RYAL VILLAGE GREEN.** Minute 593a refers. It was agreed that Cllr Mrs V Jones will send a copy of Mr Kelly's letter to NCC, Chief Executive for a reply. It was also agreed that Cllr Mrs V Jones would advise the Chief Executive of the number of outstanding issues concerning Ryal and asking for him to take this up. **Action: VJ**
- g) **MATFEN VILLAGE GREEN.** Minute 601d refers. It was noted that Arimos Pest Control had been asked to deal with the mole problem on Matfen Village Green and also at Matfen Piers Junction. Cllr R Douglass advised that Matfen Estates is to arrange for the mole hills at the junction to be levelled.

0609. FINANCE

- a) **Accounts for payment.** It was proposed by Mr John Telford, seconded by Mrs Ann Gregory-Smith and AGREED accounts on the list attached be paid.
- b) **Review of Clerk's Salary.** Recommended revised salary scales issued from NALC in line with the NJC pay scales for 2014-2016. It was AGREED to increase the clerk's hourly rate to £9.207 and pay the non consolidated payment of £100 with effect from 1st January 2015. The increase will be paid with the March salary.

Payee	Detail	Cheque Issued	VAT	Net of VAT	Cheque Number
Mrs A Senior	Clerical Services	378.79		378.79	100831
H M Revenue and Customs	PAYE	94.80		94.80	100832
Matfen Village Hall	Village Hall rental	10.00		10.00	100833
Mel's Cleaning Company	Public toilet cleaning	32.00		32.00	100834
Mrs A Senior	Expenses	51.34		51.34	100835
Mel's Cleaning Company	Public toilet cleaning	32.00		32.00	100836
C James	Website maintenance	80.00		80.00	100837
Matfen & Ryal PCC	Donation	400.00		400.00	100838

- 0610. **CORRESPONDENCE.** All correspondence received since the February meeting had been listed on the agenda and circulated to all councillors.
- 0611. **DIVERSION OF PUBLIC FOOTPATH NOS 21 & 22.** Northumberland County Council confirmed the public path diversion order on 12th February 2015.
- 0612. **COMMUNITY ACTION NORTHUMBERLAND.** It was noted that the Spring Conference would be held on Tuesday 28th April 2015 at 2.00pm in Acklington Village Memorial Hall.
- 0613. **NORTHUMBERLAND COUNTY COUNCIL – LIAISON MEETINGS.** It was noted that the next series of meetings with parish and town councils will take place during May. An hour before the main meeting commences there will be an opportunity to meet council officers to raise any local issue that may be outstanding or developing. The meeting is to be held on 20th May 2015 at 7.00pm in Stocksfield SICA building.
- 0614. **NORTHUMBERLAND COUNTY COUNCIL PROPERTY REVIEW AND TOWN PLANS.** NCC is currently in discussion with Queens Hall to see if the Queens Hall building can be used to accommodate visitor information and customer access in addition to the existing library. Such a move would allow the closure and sale of Hexham House, Prospect House, Hadrian House and the existing visitor information facility at Wentworth Car Park. Some staff working space may be provided at Queens Hall and further space may be developed as part of a comprehensive review of depot facilities.
- 0615. **INFORMATION ITEMS.** All information items had been circulated to Parish councillors by email.
 - **Rural Housing Alliance – Affordable Rural Housing, a Guide for Parish Councils and Current Concerns.**
 - **Community Action Northumberland News – Spring Issue, April 2015**
 - **NALC eNews – January & March 2015, Issues 37 and 38**

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- Campaign to Protect Rural England – North East Newsletter Spring 2015
- Clerks and Councils Direct – March 2015 Issue 98

0616. PLANNING APPLICATIONS.

All outstanding planning applications are listed on each agenda.

Reference No	Location	Description	Decision
14/02736/FUL	Land east of Fenwick Cottages, Fenwick	Subdivision of existing residential curtilage and erection of single dwelling	GRANTED
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.	Pending decision.
15/00614/FUL	Percy House, Ingoe	Proposed ground floor sun room extension	Decision awaited

0617. VILLAGE ISSUES

- VILLAGE HALL.** The Village Hall committee had sent in a request for a donation towards new windows in the Village Hall. The quotes received were £2487.70 and £2495.00 for the replacement of 9 windows with double glazed UPVC. The Parish Council requested quotes to be obtained for timber frames windows and would like the windows to retain the character of the building. Cllr Mrs A Gregory Smith is to feedback the comments from the Parish Council to the Village Hall Committee. It was agreed in principle to make a donation.
- PLAY AREA EQUIPMENT.** Cllr R B Douglass had obtained details from Caledonian Play for a new piece of play equipment in Ingoe. Cllr Douglass and Cllr Mrs Gregory-Smith to look at options and obtain the Ingoe residents views.
- BRIDGE.** It was noted that the white bridge across Matfen Village Green was in need of painting. Cllr Douglass to obtain a quote from Philip Urwin to carry out this work.
- VILLAGE INSPECTION.** Cllrs R B Douglass and J Telford to arrange an inspection of the village with the new contractor.

0618. DATE OF NEXT MEETING. The next meeting is to be held on Monday 1st June 2015 at 7.00pm in the Village Hall.

Signed as an accurate record _____ Chairman