

**TO ALL MEMBERS OF THE COUNCIL**

You are hereby summoned to attend the next Meeting of Matfen Parish Council to be held on Tuesday 21<sup>st</sup> September 2021 at 7.00 pm in Matfen Village Hall when the following items will be discussed:-

**AGENDA for the Meeting of Matfen Parish Council on  
Tuesday 21<sup>st</sup> September 2021 at 19:00**

- 0921.01 To receive questions from residents in relation to Matfen Parish.
- 0921.02 To receive apologies for absence.
- 0921.03 To receive Declarations of Interest.
- 0921.04 County Councillor's Report.
- 0921.05 To approve and sign the minutes of the meetings held on **27<sup>th</sup> July 2021**.
- 0921.06 Actions taken following the meetings held on 27<sup>th</sup> July 2021.
- 0921.07 Finance/Administration
  - a) Accounts for payment – to approve items of expenditure.
  - b) To receive Notice of Conclusion of Audit from PKF Littlejohn [See enclosed]
  - c) To consider and approve the Delegated Powers Policy [See enclosed]
- 0921.08 Correspondence and information items
- 0921.09 Planning Applications
  - a) To receive decisions of submitted planning applications.
  - b) To consider responses to planning application received
- 0921.10 Village Issues and Highways Matters
  - a) To receive reports from councillors on any village issues/highways matter which require attention
- 0921.11 To reconsider priorities for inclusion in the Local Transport Plan Programme 2022-2023 following additional information regarding Standing Stones.
- 0921.12 To consider email from Northumberland County Council – Climate Emergency Declarations
- 0921.13 To consider Free Tree Giveaway from Northumberland County Council
- 0921.14 To consider additional information from The Stephen Carey Fund re open access defibrillator
- 0921.12 Any urgent business as allowed by the chairman/Agenda items for next meeting [ For information only]
- 0921.13 Date and time of next meeting

Signed:



Clerk

Date: 14<sup>th</sup> September 2021

**MATFEN PARISH COUNCIL**  
**Ward 1 – Fenwick, Ingoe, Ryal. Ward 2 - Matfen**

**Correspondence received since the July meeting.**

Sender	Details
Northumberland County Council	Temporary Road Closure Order – C222 Ryal to Ingoe Junction – 13 <sup>th</sup> September 2021 – 21 <sup>st</sup> December 2021
Northumberland County Council	Climate Emergency Declaration
NALC	Member Councillor Census 2 September 2021
Northumberland County Council	Free Tree Giveaway
PKF Littlejohn LLP	Notice of conclusion of audit
Community Action Northumberland	CAN eNews September 2021
Northumberland County Council	Planning Validation Checklist Consultation
Resident	Accident at Standing Stone

**Accounts for payment on 21<sup>st</sup> September 2021**

Payee	Details	Gross payment	VAT	Net Payment	Payment method
Netwise UK	Upgrade website storage	34.19	5.70	28.49	BACS
Marmax Products Ltd	Picnic bench – Ingoe	502.80	83.80	419.00	BACS
Robin Watson Sign & Design	Play area sign – Matfen	150.00	25.00	125.00	BACS
L Paterson	Public toilet cleaning	62.50		62.50	BACS
Mrs A Senior	Clerical services	469.03		469.03	BACS
H M Revenue & Customs	PAYE	117.40		117.40	BACS
Mrs A Senior	Play area inspections	75.00		75.00	BACS
Buy a Plan	Tree works application form plan	13.19	2.20	10.99	BACS
PKF Littlejohn LLP	External audit fee	240.00	40.00	200.00	BACS
Unity Trust Bank	Bank account charges	18.00		18.00	DD
<b>Income</b>					
Northumberland CC	Precept payment	5250.00		5250.00	07.09.21

**Planning applications**

Reference No:	Address	Description
21/02838/LBC 21/02837/FUL	West Fenwick Farm, Fenwick	Listed Building consent: Restoration, alteration and conversion of the existing former byres attached to the west of West Fenwick Farmhouse into residential use. Erection of a single storey rear extension to the north west corner of the Farmhouse. Addition of four conservation roof windows to front and rear elevations. Replacement of five existing roof windows on the rear elevation. Additional of flue pipe and three soil vent pipes. External works including a new stone paved footpath along the southern and eastern former byre walls and a new gravel area for parking to the front.
21/02401/FUL 21/02402/LBC	South Hall, Ingoe	Ground floor internal alterations including removal of existing staircase to back hall/office and construction of new floor with plaster board ceiling below; formation of boxing for soil pipe within downstairs WC, make good modern panelling as necessary; replacement of modern timber fireplace to drawing room with new marble fireplace to match study fireplace. First floor internal alterations including removal of existing staircase to games room as above; formation of new ensuite to existing games room/new bedroom; construction of stud wall with new door, architraves and skirting to match existing. Installation of new cast iron effect external soil waste pipe; removal of existing wall and door forming under stair cupboard to first - second floor staircase; and installation of new newel post and balustrade. Second floor internal alterations including formation of new bathroom within existing bedroom. Construction of stud wall with skirting to match existing; formation of new door opening in existing stud wall, installation of new door and architrave to match existing. Installation of new soil waste pipe to run internally in boxing to ground floor WC and connect to existing drainage; removal of existing wall and door forming cupboard to existing bedroom. Make good plaster to walls and skirting. <b>GRANTED</b>