

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

**MINUTES OF THE MEETING OF MATFEN PARISH COUNCIL HELD ON TUESDAY 27<sup>TH</sup> SEPTEMBER 2022 AT 7.00PM IN MATFEN VILLAGE HALL**

**PRESENT:** Cllr K Mavin, Chairman of the Council together with Cllrs J Dempsey, K George, J Barber and F Robson

**Also present:** Mrs Mandy Senior, Clerk to the Council and County Councillor Mrs Veronica Jones.

0922.01 **Apologies for absence** received and accepted from Cllr S Greaves.

0922.02 **Declarations of Interest.** None

0922.03 **County Councillor’s Report.** Cllr Mrs V Jones gave her verbal report on matters relating to Matfen Parish.

- a) **Standing Stones improvements.** The road safety improvements planned for Standing Stones are currently with the NCC design team. Cllr Mrs Jones will circulate the options once received.
- b) **Matfen Piers.** The sign at Matfen Piers directing traffic west towards Carlisle states A19 instead of A69. It is hoped that NCC will rectify this onsite.
- c) **Community Resilience Fund.** Guy Opperman via Northern Powergrid is inviting Parish Councils to apply for funding to make their Parishes more resilient during severe weather. Matfen has completed an application form and are just waiting for quotes for work to the Village Hall before submitting the application. Cllr K Mavin is attending the Community Resilient Event at Newbiggin and will report back at the next meeting.
- d) **South Hall.** It was noted that the planning application for South Hall, Ingoe is going to be heard at the Planning Committee on 10 October 2022. The information had been sent to Cllr S Greaves.

0922.04 **Minutes** of the meeting held on **26<sup>th</sup> July 2022** were approved and signed as an accurate record.

0922.05 **Actions taken** following the meeting held on **26<sup>th</sup> July 2022**.

- a) **Broken Seat.** Minute 0722.09 refers. The broken seat outside the Village hall had been removed and replaced. Thanks to Cllr J Dempsey and Steve Brooks who had disposed of the old bench and installed the new bench.

0922.06 **Finance/Administration**

- a) **Accounts for payment.** The accounts for payment were approved for payment, having been previously circulated.

Payee	Details	Gross payment	VAT	Net Payment	Payment method
MKM Hexham	Jubilee Garden supplies	506.09	84.35	421.74	BACS
Marmax Products Ltd	Seat	476.40	79.40	397.00	BACS
L Paterson	Public toilet cleaning – July 22	50.00		50.00	BACS
L Paterson	Public toilet cleaning – Aug 22	50.00		50.00	BACS
Costco	Public toilet supplies	47.97	7.99	39.98	BACS
Mrs A Senior	Clerical services	478.40		478.40	BACS
H M Revenue & Customs	PAYE	119.60		119.60	BACS
Mrs A Senior	Play area inspections	75.00		75.00	BACS
Tynedale Vermin Control	Grass cutting – July 2022	120.00		120.00	BACS
Mrs A Senior	Expenses – postages/stationery/travel	45.18		45.18	BACS
Royal Mail	Postage stamps	170.00		170.00	BACS
Matfen Cricket Club	Grass cutting	60.00		60.00	BACS
Matfen Village Hall	Rent – September 2022	15.00		15.00	BACS
MKM BS Hexham	Jubilee Garden supplies	452.74	75.46	377.28	BACS
Viking Direct	Stationery	77.34	12.89	64.45	BACS
<b>Income</b>					
HMRC VTR	VAT Refund	1161.36		1161.36	05.08.22
Northumberland CC	Precept payment	5250.00		5250.00	06.09.22

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- b) **To consider request from Sport Tynedale for financial support.** After discussion, it was AGREED to contribute £50 to Sport Tynedale. The clerk will arrange the payment.
- c) **To consider request from Tynedale Hospice at Home for financial support.** After discussion, it was AGREED to contribute £100 to Tynedale Hospice at Home. The clerk will arrange the payment.

0922.07 **Correspondence and information items.** All correspondence since the July meeting had been listed on the agenda and circulated to all councillors.

- a) Northumberland Association of Local Councils – Weekly eNews
- b) Community Action Northumberland – Monthly CAN eNews
- c) Northumberland County Council – Climate Action Northumberland Newsletter
- d) Northumberland County Council – Free tree giveaway
- e) Office of Guy Opperman – Northern Powergrid Resilience Funding
- f) Sport Tynedale – Request for financial support
- g) Tynedale Hospice at Home – Request for financial support.
- h) Northumberland County Council – Book of condolence. Cllr K Mavin had met with Rev Rachael Schaeffer several months ago to discuss the arrangements, in the event of the death of the Queen. The Parish Council had arranged for a book of condolence however Rev Rachael had already arranged this on behalf of the Parish. Northumberland County Council had offered to place all books of condolence in their archive. This information had been passed to Rev Rachael however no response had been received.

0922.08 **Planning Applications.** It was noted that Matfen Hall is due to close in November 2022 until April 2023 for further refurbishment.

Reference No:	Address	Description
22/01722/FUL	Cricket Pavilion, Matfen	Replacement of existing cricket nets with new cricket nets in new location and erection of steel clad storage shed. <b>GRANTED</b>
22/00432/LBC	Matfen Hall, Matfen	Listed building consent: Enclose space within inner courtyards to North West of building. Installation of fire exit staircase. Proposed internal alterations. Create additional bedrooms throughout the hotel including conversion of 2 outbuildings. Re-roofing the buildings to the west of the upper courtyard. Alterations to the south elevation (new door opening, replacement of existing steps and handrails with new) <b>GRANTED</b>
22/03059/FUL	Ingoe Chapel, Ingoe	Replacement UPVC windows throughout, velux in roof, new UPVC doors in bedroom and hardwood front door. <b>NO OBJECTION.</b>

0922.09 **Village Issues and Highways Matters**

- a) **To receive reports from councillors on any village issues/highways matter which require attention.**
  - i. **Potholes.** Cllr K Mavin had reported the same pothole, and nothing had been done. Cllr Mrs V Jones advised that all potholes that are reported are investigated.
- b) **To consider options for grass cutting of Matfen Play Area.** Following the sudden death of Warren Scott, the Parish Council had no contractor to cut the grass in the play area in Matfen. Matfen Cricket Club had offered to strim the area in the interim. The Parish Council agreed to pay the Cricket Club £60 per cut. This will be revisited in early 2023 to make permanent arrangements. Cllr J Dempsey will ask the Cricket Club if they would be willing to continue strimming the area in 2023.
- c) **To receive update on Community Plan.** The Community Plan had been copied and posted to every household in the Parish. Cllr K Mavin had met with Nigel Fisher, NCC to discuss the Community Hub. Northern Powergrid are to carry out an assessment on the Village Hall for the infrastructure to connect a generator. Matfen Parish Council and Matfen Village Hall have prepared an application form for funding from the Northern Powergrid Resilience Fund to upgrade the toilets including the installation of showers in the Village Hall. Once quotes have been received, the application will be submitted. Northumberland Communities Together will train volunteers to assist in the event of another incident. 10-12 volunteers are needed. We currently have the following volunteers: Cllrs K Mavin, K George, Rachael Dempsey, Rev Rachael Schaeffer. County Councillor Mrs V Jones will undertake the

training as a backup. More volunteers are needed and Cllr K Mavin will ring around to see if anyone else has been approached.

**d) To consider purchase of 2 benches for the Jubilee Garden and update on progress.**

The Parish Council had spent £800 to date on gravel and bark and volunteers had spread this around the area. Thanks were expressed to the volunteers who had helped so far. There is an existing bench in the area which is in poor repair. It was AGREED to replace this with a composite bench from Marmax at a cost of £407.00 + VAT. A volunteer had kindly offered to refit the gate and posts. Hedging had been ordered from the Woodland Trust and is due to be delivered in November 2022. Various plants are available including a crab apple tree which Liz Bishop had obtained. Cllr J Barber is to arrange an agreement between Matfen Estates and the Parish Council for the maintenance of the area.

**e) To consider replacement of dog bag dispenser on village green.** It was agreed to replace the dog bag dispenser on the village green at a cost of £79 + VAT. Bags and fittings will need to be added to this cost however it was agreed to go ahead with the price from JRB Enterprises.

**0922.10 Any urgent business as allowed by the chairman/Agenda items for next meeting.**

**a) Drains – Ryal Road.** It was noted that the squashed drains on the Ryal road had not been repaired. Cllr Mrs V Jones to pursue this on behalf of the Parish Council.

**b) Matfen Cricket Club.** Work to install the nets at the Cricket Club is due to start in October. The goal posts, which are owned by the Parish Council, will need to be removed. It was AGREED that Cllr J Dempsey will obtain quotes to provide portable goal posts at the Cricket Field.

**0922.11 Date and time of next meeting –** The next meeting of the Parish Council will be held on Tuesday **29<sup>th</sup> November 2022** at 7.00pm in Matfen Village Hall.