

## Minutes of the Parish Council held in Matfen Village Hall on Tuesday 21<sup>st</sup> September 2021

**Present:** Mr Keith Mavin, Chairman of the Council together with Mr Frank Robson, Kevin George, James Barber and Sarah Greaves.

**In attendance:** Mrs Mandy Senior (Clerk)

- 0921.01 **RESIDENTS.** present raised the following matters 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 the Council.
- a) **State of the pavements.** The state of the pavement from Matfen public toilets to the Great Whittington junction is in a terrible state. The pavement has a dip along the length where soil and weeds collect and there is weed growth along the whole length of the wall. Volunteers had cleared this path 2 years ago and over the summer a resident had cut the weeds back. NCC spray weeds annually however this is only carried out on the roadside. Many gulleys are blocked throughout the village. A road sweeper and gulley cleanser will be requested through the village. The Parish Council will push NCC to carry out maintenance on this footpath.
  - b) **Felled tree.** A discussion took place over the responsibility of the trees on the village green and opposite the Village Hall. This will be clarified with NCC.
- 0921.02 **APOLOGIES FOR ABSENCE.** Apologies received and accepted for Cllr Justin Dempsey.
- 0921.03 **DECLARATION OF INTEREST.** Cllr James Barber declared a personal and prejudicial interest in matters relating to Matfen Estates.
- 0921.04 **COUNTY COUNCILLORS REPORT.** Cllr Mrs Jones was unable to attend the meeting and no report was available.
- 0921.05 **MINUTES OF THE MEETING HELD ON 27<sup>th</sup> July 2021.** It was proposed by Cllr F Robson, seconded by Cllr J Barber and AGREED to accept the minutes as an accurate record.
- 0921.06 **ACTIONS TAKEN FOLLOWING THE MEETINGS HELD ON 27<sup>th</sup> July 2021.** At this point Cllr K George joined the meeting.
- a) **Tree.** Minute 0721.10c refers. Cllr Keith Mavin had met with Michael Armor, Tree Officer, Northumberland County Council. He provided a copy of a map showing the areas of ownership around the Village Green. Northumberland County Council is responsible for the trees opposite the Village Hall/Shop and also opposite the Black Bull. Northumberland County Council will carry out some of the work. Once planning permission has been received they will schedule some of the work in.
  - b) **Ingoe Picnic Bench.** Minute 0721.10i refers. The replacement picnic bench had arrived and will be moved into position in due course.
  - c) **Matfen Hall.** Minute 0721.10e refers. Cllr K Mavin had met with David Harrison and Peter Dawson from Matfen Hall to discuss the unofficial footpaths through the grounds of the Hall. Unfortunately, there had been an incident with a dog walker and a wedding party outside the Hall, so they are unwilling to allow non hotel guests to have access through the hotel grounds. Cllr K Mavin had also discussed the issues that had arisen when the hotel carpark was resurfaced. These criticisms had been taken on board. The public footpaths outside the hall on the main road were discussed as they are in a dreadful state. Matfen Hall may be able to assist the village in addressing these issues.
  - d) **Village Facebook Page.** Minute 0721.10g refers. The clerk had been added as an admin to the Matfen Village Facebook Page.
- 0921.07 **FINANCE**
- a) **Accounts for payment.** It was proposed by Cllr K Mavin, seconded by Cllr F Robson and AGREED accounts on the list attached be paid.
  - b) **To receive Notice of Conclusion of Audit from PKF Littlejohn.** It was AGREED to accept and approve the Notice of Conclusion of Audit from PKF Littlejohn there being no issues to note.
  - c) **To consider and approve the Delegated Powers Policy.** A draft copy of the Delegated Powers Policy had been circulated to all councillors. It was AGREED to approve and adopt the policy with immediate effect. A copy is attached to this minute.

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

Payee	Details	Gross payment	VAT	Net of VAT	Payment
Netwise UK	Upgrade website storage	34.19	5.70	28.49	BACS
Marmax Products	Picnic bench – Ingoe	502.80	83.80	419.00	BACS
Robin Watson Sign	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

0921.08 **CORRESPONDENCE.** All correspondence received since the July meeting had been listed on the agenda and circulated to all councillors.

- a) **Northumberland County Council Free Tree Offer.** Residents, schools, community groups and town and parish councils can claim a free tree from NCC to plant on their land. Applications can be submitted online to <https://nland.uk/freetrees>.

0921.09 **PLANNING APPLICATIONS.**

Reference Number	Address	Description
21/02838/LBC 21/02837/FUL	West Fenwick Farm, Fenwick	Listed building consent: Restoration, alteration and conversion of existing former byres attached to the west of West Fenwick Farmhouse into residential use. Erection of a single storey rear extension to the northwest corner of the Farmhouse, Addition of four conservation roof windows to front and rear elevation. Replacement of five existing roof windows on the rear elevation. Addition 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>

0921.10 **VILLAGE ISSUES AND HIGHWAYS MATTERS.**

- a) **Standing Stones Accident.** Cllr K Mavin had contacted NCC regarding the numerous accidents at Standing Stones. Neil Snowdon, NCC is to meet Cllrs K Mavin and J Barber at the site to discuss the

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

various incidents over the last few years. NCC advised that they have no record of any accidents in this area as they are only recorded if there is a personal injury.

0921.11 **TO RECONSIDER PRIORITIES FOR INCLUSION IN THE LOCAL TRANSPORT PLAN 2022-2023 FOLLOWING ADDITIONAL INFORMATION REGARDING STANDING STONES CORNER.**

Northumberland County Council is once again giving Parishes the opportunity to submit 3 priorities for inclusion in the LTP 2022-2023. After discussion, it was agreed to submit the following priorities:-

- Improvements to Standing Stone corner – resurfacing and safety improvements. Cllr J Barber is to pull out the information on accidents in this area over the last 4 years and will contact the policy for data.
- Fenwick – 30mph speed limit.
- Matfen Piers to Vallum Farm. Road resurfacing.

0921.12 **TO CONSIDER EMAIL FROM NORTHUMBERLAND COUNTY COUNCIL – CLIMATE EMERGENCY DECLARATIONS.** Northumberland County Council is asking all Town and Parish Councils to confirm if they have declared a Climate Emergency and if not., the reasons behind this. Members of Matfen Parish Council felt that it was pointless declaring an emergency if they were not going to take any action. A discussion took place over initiatives that could be implemented i.e. electric vehicle charging points; wind powered generators; community oil buying schemes. Cllrs S Greaves and J Barber are to attend the East Tynedale Parish Council's Forum on 6 October where members of the County Council will attend to give a presentation on the Climate Emergency.

0921.13 **TO CONSIDER FREE TREE GIVEAWAY FROM NORTHUMBERLAND COUNTY COUNCIL.** It was AGREED to request the 120-hedge pack to be planted West of Ryal and request 30 trees from the Woodland Trust to be planted in Matfen and Ingoe. The clerk will place the information on how residents can claim a free tree on the website and Village Facebook Page.

0921.14 **TO CONSIDER ADDITIONAL INFORMATION FROM THE STEPHEN CAREY FUND RE OPEN ACCESS DEFIBRILLATOR.** The clerk had spoken to Dougie McKewan regarding leaving the defibrillator cabinet open. The Stephen Carey Fund advise against leaving cabinets open mainly because the defibrillators and not monitored in an open cabinet and if needed in an emergency may not have the necessary supplies to help someone in need. It was AGREED to revoke the Council's previous decision and AGREED to keep the cabinet locked.

0921.15 **DATE OF NEXT MEETING.** The next meeting is to be held on Tuesday 30<sup>th</sup> November 2021 at 7.00pm in Matfen Village Hall.

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