

Annual Parish Meeting

MINUTES OF THE ANNUAL PARISH MEETING HELD ON TUESDAY 30TH MAY 2023 AT 7.00PM IN MATFEN VILLAGE HALL

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

In attendance: Mrs Mandy Senior (Clerk)
5 Residents

1. **Apologies** - None

2. **Chairman's Report 2022-2023**

Mr Mavin presented his oral report on the last 12 months as Chairman of the Parish Council and his last year on the Parish Council. He advised that he is stepping down due to his frustration with Northumberland County Council and the lack of action on the outstanding issues. It is pleasing to see the Jubilee Garden bursting into life and thanks are expressed to the volunteers and especially Liz Bishop for their work in setting up the garden. The Community Plan had stalled due to misleading information given by Northumberland County Council regarding the provision of a generator. This led to the Parish Council missing out on a grant from Northern Powergrid. Cllr K Mavin and the Village Hall had applied for funding via Community Action Northumberland.

12 months down the line and the traffic safety measures at Standing Stone had still not been implemented.

Thanks were expressed to all Councillors for their work during the year and to Mandy for keeping us all right.

Thanks were also expressed to Cllr K Mavin for all his hard work during his time on the Council

3. **Clerk's Financial Report 2022-2023**

Mrs Senior presented her report on the statement of accounts for the year ended 31st March 2023. A copy was circulated to those present and is attached to this minute.

4. **Resolutions.** There were no resolutions to consider.

Meeting closed at 7.10pm.

Signed as an accurate record _____

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

INCOME & EXPENDITURE FOR FINANCIAL YEAR 1.4.2022 - 31.3.2023

EXPENDITURE		£	INCOME		£
Came & Co	General	575.82	Precept		10,500.00
NALC/SLCC		219.57	VAT Refund		2,435.50
NCC - Grass cutting		999.70	Bank A/C Interest		80.48
Website Maintenance		330.00	Grant		0.00
Play Areas/Highways		10,923.46	Refund		£807.00
Training			Total		£13,822.98
Village Hall Rental		105.00			
Clerk salary - 6 hours per week		4,023.81			
Public Toilets		664.98	Accounts Book		£
Annual audits/bank account charges		105.00	Brought forward 1.4.22		17,035.17
Admin/Stationery/Postages/Travel		609.59	Income		13,822.98
Defibrillator consumables		236.91	Sub Total		30,858.15
Donations:			Expenditure		22,288.35
Tynedale Hospice at Home		100.00	Carried forward 31.3.23		8,569.80
Sport Tynedale		50.00	Bank reconciliation		£
Matfen PCC		450.00	Current Account		2,483.28
RBL Poppy Appeal Wreath		25.00	Deposit Account		6,086.52
Great North Air Ambulance		200.00	Sub Total		8,569.80
Matfen Cricket Club		600.00	Less outstanding chqs		0.00
East Tynedale Parish Council Forum		30.00	Total		£8,569.80
Citizens Advice Bureau		0.00			
VAT		2,039.51			
Total		£22,288.35			

Minutes of the Annual Meeting of the Parish Council held in Matfen Village Hall on Tuesday 30th May 2023 following the Annual Parish Meeting at 7.00pm in Matfen Village Hall.

Present: Mrs S Greaves, Chair of the Council together with Mr Frank Robson, Kevin George and James Barber, Justin Dempsey.

In attendance: Mrs Mandy Senior (Clerk)
4 residents

0523.01 **ELECTION OF CHAIRMAN.** It was proposed by Cllr K Mavin, seconded by Cllr Mr J Dempsey and AGREED to elect Cllr Mrs S Greave as Chair of the Council, Cllr Mrs S Greaves accepted and took the Chair.

0523.02 **TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.** Cllr Mrs S Greaves signed her declaration of acceptance of office in the presence of the Clerk.

0523.03 **ELECTION OF VICE CHAIR.** It was proposed by Cllr Mrs S Greaves, seconded by Cllr F Robson and AGREED to elect Cllr J Dempsey as Vice Chairman. Cllr J Dempsey accepted.

0523.04 **DECLARATIONS OF INTEREST.** Cllr Mrs S Greaves declared a personal interest in item 0523.13, planning application 23/01450/FUL.

0523.05 **APOLOGIES FOR ABSENCE.** Apologies were received and accepted from County Councillor Mrs V Jones.

0523.06 **TO RECEIVE QUESTIONS FROM RESIDENTS IN RELATION TO MATFEN PARISH.**

Ryal Issues. Residents of Ryal attended the meeting to give an update on the issues with the unauthorised compound. Correspondence had been received from Tom Speight, NCC Planning Enforcement Officer. The Enforcement Officer had contacted the landowner. The resident is to send evidence of all activities on the site to planning enforcement. The landowner has until 17 June 2023 to submit an application to NCC. The clerk will contact County Councillor Mrs V Jones to see if an update is available.

Planning Application 23/01450/FUL – Demolition of existing derelict agricultural buildings and construction of 2no detached 4-bedroom dwellings including associated access, parking and landscaping. **Residents attended the meeting to discuss the planning application submitted for a development in Ingoe. Objections had been lodged with NCC and it was noted that the Highways Department had objected to the application. It was AGREED that the Parish Council would respond to the application in support of the views of the residents objections and request that all objections/issues are addressed before the application is determined. It was noted that Rob Murfin, Director of Planning is to attend the next meeting of the East Tynedale Parish Council Forum to answer questions. Unfortunately, the next meeting of the Forum clashes with the next Matfen Parish Council meeting.**

Matfen Hall access. An email had been received from a Matfen resident expressing further concerns that the access through Matfen Hall has been restricted. Questions asked included; how is the hotel going to police access through the grounds; is their no access to the Keepers; will signs at all entry points be erected including the church gates. Access has also been restricted to the churchyard until remedial work to the tower/spire is completed. It was noted that the trees marked in the wood have been identified for removal to allow for a new Hotel spa to be erected. This is in the early stages of planning.

Hope Lane. The Parish Council had been copied into a complaint to Northumberland County Council regarding the speed of traffic on Hope Lane and the lack of road safety measures at Standing Stones. The road safety measures had been included in the Local Transport Plan Programme however had not been implemented. Northumberland County Council will be contacted for an expected installation date.

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0523.07 **COUNTY COUNCILLORS REPORT.** Cllr Mrs V Jones was unable to attend the meeting and no written report was available.

0523.08 **MINUTES OF THE MEETING HELD ON 28th MARCH 2023.** It was proposed by Cllr F Robson, seconded by Cllr J Dempsey and AGREED to accept the minutes as an accurate record.

0523.09 **ACTIONS TAKEN FOLLOWING THE MEETINGS HELD ON 29TH MARCH 2022.**

Coronation Tree. Minute 0323.10b refers. A rowan tree had been planted on the village green to commemorate the King's Coronation. A commemoration plaque had been ordered and placed by the tree.

Community Plan. Minute 0323.06b refers. A decision on the grant application should be received within 6 weeks. Should enough funds be available to purchase a generator, a decision will need to be made on where it will be stored.

0523.10 **FINANCE**

ACCOUNTS FOR PAYMENT. It was proposed by Cllr F Robson, seconded by Cllr K George and AGREED accounts on the list attached be paid.

Payee	Detail	Cheque Issued	VAT	Net of VAT	Cheque Number
Mrs A Senior	Clerical Services	520.52		520.52	BACS
H M Revenue & Customs	PAYE	130.00		130.00	BACS
Mrs A Senior	Play area inspections	75.00		75.00	BACS
Mrs A Senior	Postages/travel				BACS
Matfen Village Hall	Hall rent – May	15.00		15.00	BACS
Northumberland Assoc of Local Councils	Subscription 2023	148.62		148.62	BACS
L Paterson	Public toilet cleaning	112.50		112.50	BACS
Cowell's Garden Centre (L Bishop)	Coronation Tree	80.62	13.43	67.19	BACS
Matfen Cricket Club	Grass cutting – play area	60.00		60.00	BACS
Matfen Cricket Club	Grant aid 2023	300.00		300.00	BACS
Timpsons Ltd	Coronation tree plaque	40.99	6.00	34.99	BACS
HP (Mrs A Senior)	Printer ink	110.99	18.50	92.49	BACS
Matfen Cricket Club	Grass cutting – play area	60.00		60.00	BACS
Income					
Northumberland CC	Precept payment	6000.00		6000.00	06.04.23

0523.11 **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2022-2023**

To accept and approve the Annual Internal Audit Report 2022-2023. It was proposed by Cllr F Robson, seconded by Cllr Mrs S Greaves and AGREED to accept and approve the Annual Internal Audit Report 2022-2023, previously circulated.

To accept and approve the Annual Governance Statement 2022-2023. It was proposed by Cllr F Robson, seconded by Cllr Mrs S Greaves and AGREED to accept and approve the Annual Governance Statement 2022-2023, previously circulated.

To accept and approve the Accounting Statements 2022-2023 including Explanation of Variances, Bank Reconciliation and Asset Register. It was proposed by Cllr F Robson, seconded by Cllr Mrs S Greaves and AGREED to accept and approve the Accounting Statement 2022-2023 including the Explanation of Variances, Bank Reconciliation and Asset Register, previously circulated.

To accept and approve the Certificate of Exemption 2022-2023. It was proposed by Cllr F Robson, seconded by Cllr Mrs S Greaves and AGREED to accept and approve the Certificate of Exemption for the year ended 31 March 2023.

Matfen Parish Council

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0523.12 **CORRESPONDENCE.** All correspondence received since the March meeting had been listed on the agenda and circulated to all councillors.

NALC – weekly eNews

National Association of Local Councils – Chief Executive’s Monthly Bulletins

Community Action Northumberland – monthly CAN eNews

Northumberland County Council – Climate Change Newsletter – April 2023 update

Northumberland County Council – Local Transport Plan Programme 2023-2024

0522.13 **PLANNING APPLICATIONS.**

Reference Number	Address	Description
22/04204/FUL	Land North West of South Fens Farm	Erection of steel frame storage building with integral lean to horse shelter. GRANTED
23/00271/PREAPP	Matfen Hall	Pre Application: Erection of new spa facility, consisting of an entrance building, a main treatment building with an internal courtyard, pool building and re-purposing of the existing spa to provide additional hotel bedrooms and back of house space
23/01450/FUL	Land to the North of Ingoe Chapel, Ingoe	Demolition of existing derelict agricultural buildings and construction of 2no detached 4-bedroom dwellings including associated access, parking and landscaping.
23/0926/FUL	Matfen Piers, Corbridge	Installation of biomass boiler to enclosure rear of barn GRANTED

0523.14 **VILLAGE ISSUES AND HIGHWAYS MATTERS.**

Sports Field. Notices had been erected at the Sports Field regarding dog fouling. It had been AGREED to purchase 1 additional wildlife camera to monitor the dog fouling. Matfen Estates is addressing the issue with the highway to the Cricket Ground.

Bridge. It was felt that the stones on the bridge are moving again. This will be reported to Northumberland County Council for them to inspect.

Road signs. Several road signs have collapsed throughout the Parish including 30mph in Matfen, Waterloo (side road sign) and Ryal (red triangle). These have been reported to Northumberland County Council although replacement road signs are taking several months to be replaced.

0522.15 **TO CONSIDER PRIORITIES FOR INCLUSION IN THE LOCAL TRANSPORT PLAN**

PROGRAMME. The following priorities will be submitted to NCC for consideration to be included in the LTP 2024-2025.

1. To extend footpath opposite Matfen Hall to join with permissive footpath by bridge.
2. Push back 30mph back behind the quarry entrance on the Ingoe road.
3. Military Road – resurface to Vallum Farm.

0522.16 **DATE OF NEXT MEETING.** The next meeting is to be held on Tuesday 25th July 2023 at 7.00pm in Matfen Village Hall.

Signed as an accurate record _____