

## Minutes of the Meeting of the Parish Council held in Matfen Village Hall on Tuesday 28<sup>th</sup> November 2023

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

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

### 1123.01 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. Following the refusal of 23/02342/CLEXIS an enforcement notice has been served on the landowners. The notice will take effect on 28 December 2023 (unless an appeal is submitted beforehand) giving them 4 weeks notice from that date to stop using all or any part of the land as a storage, distribution or manufacturing yard and 12 weeks to remove from the land all containers, caravans, piles of timber, piles of bricks and any other building materials. The owners have the following options; to comply with the notice; appeal the decision notice or appeal the enforcement notice. It was noted that the 3 parked cars in the unofficial layby had been reported to NCC Highways. There are also 2 bags of hardcore which have been there since June 2023. This can be reported as fly tipping to NCC.

- a) **Planning application 23/01450/FUL Land to North of Ingoe Chapel.** There had been a revision to the site plan which now includes passing places on the access road. There is no indication on how the passing places would be used and some of the identified passing places are privately owned (residents' driveways). The Parish Council had not been informed that the planning application had been revised however the Parish Council will contact Planning Dept expressing their concerns and supporting the objections from the residents of Ingoe.

1123.02 **APOLOGIES** received from Cllr J Barber.

1123.03 **DECLARATIONS OF INTEREST.** None.

1123.04 **MINUTES OF THE MEETING HELD ON 26<sup>th</sup> SEPTEMBER 2023.** It was proposed by Cllr F Robson, seconded by Cllr K George and AGREED to accept the minutes as an accurate record.

### 1123.05 ACTIONS TAKEN FOLLOWING THE MEETINGS HELD ON 26<sup>th</sup> SEPTEMBER 2023.

- a) **Black Bull Public House.** The application to register the Black Bull as an asset of Community Value was rejected. The application can only proceed if there is community group seriously interested in making a bid for the pub.

1123.06 **TO CONSIDER CO-OPTION TO FILL ONE VACANCY.** Deferred to the January meeting.

1123.07 **COUNTY COUNCILLOR'S REPORT.** County Councillor Mrs V Jones was unable to attend the meeting however sent the following report.

- a) **Local Transport Plan.** 30mph for Fenwick has been chased up. They are updating the drawings for the gateway signs. There is a new officer dealing with Highway schemes, LTP and members funding who is very good, giving regular updates.
- b) **Fix My Street.** The new app/website 'Fix My Street' has been very successful and residents are being encouraged to use it as there is a much better monitoring process

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and reports go back directly to the person reporting. Recent flooding reports are giving a good indication as to where the problems are.

- c) **Member Funding.** Cllr Mrs V Jones advised that there is still funding left which needs to be spend by 2025. Organisations are encouraged to apply to Cllr Jones for capital projects.
- d) **Matfen Piers Junction.** Work is to start on the safety measures on 11 December 2023.

1123.08 **FINANCE**

- a) **Accounts for payment.** It was proposed by Cllr F Robson, seconded by Cllr K George and AGREED accounts on the list attached be paid.
- b) **To consider draft budget and set the precept for 2024-2025.** A draft budget had been prepared and circulated to all councillors. After discussion, it was AGREED to accept the draft budget and levy a precept of £12,500 on Northumberland County Council.
- c) **To note increase in NJC Payscales from 1<sup>st</sup> April 2023 and backdated pay as per NJC contract of employment.** Following the increase in payscales from the NJC, it was AGREED to increase the hourly rate for the clerk and backdate to 1<sup>st</sup> April 2023. The payment will be paid as an additional payment in December 2023.
- d) **To consider financial support to Great North Air Ambulance.** It was AGREED to make a contribution of £250 to the Great North Air Ambulance. The clerk will arrange payment.

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	130.20		130.20	BACS
Mrs A Senior	Play area inspections	75.00		75.00	BACS
Mrs A Senior	Postages/travel	59.10		59.10	BACS
Matfen Village Hall	Hall rent – November	15.00		15.00	BACS
Matfen Cricket Club	Grass cutting – play area	60.00		60.00	BACS
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Land Registry (A Senior)	Title plan to register community asset	6.00		6.00	BACS
EMapSite (Mrs A Senior)	Local plan to register community asset	19.80	3.30	16.50	BACS
RBL Poppy Shop (Mrs A Senior)	Poppy wreath	28.99	4.00	24.99	BACS
L Paterson	Public toilet cleaning – September/October 2023	100.00		100.00	BACS
L Paterson (Costco)	Toilet rolls	20.98	3.49	17.49	BACS
Mrs A Senior	Back dated pay – 2023	210.00		210.00	BACS
H M Revenue and Customs	PAYE	42.00		42.00	BACS
Society of Local Council Clerks	Subscription 2024	43.20		43.20	BACS
Unity Trust Bank	Bank account charges	18.00		18.00	DD
<b>Income</b>					
Unity Trust Bank	Bank account interest	48.35		48.35	30.09.23

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1123.09 **PLANNING APPLICATIONS.**

Reference Number	Address	Description
23/03495/FUL	The Keepers Lodge, Matfen Hall Drive, Matfen	Internal reconfiguration of existing 1.5 storey timber framed golf clubhouse. Extensions include single storey flat roofed forms along the NW, SW and SE elevations, 1.5 storey pitched roof extension to match existing ridge and eaves heights along existing NE elevation and 2 storey pitched roof extension to SE elevation. A glulam pergola/canopy is to wrap perimeter of building. Landscaping works include rerouting of existing tarmac paths and new permeable paving to form new footpaths and external seating areas. Externally exposed existing walls are to be thermally improved and re-clad.
23/04101/FUL	Barn at South Fens, Stamfordham	Conversion of stable building to 2no residential dwellings (C3 use)
23/04235/FUL	Reeve Acre, Ingoe	Replacement single storey bay and internal alterations.
23/02866/VARYCO	Land to North of Kearsley Farm, Ingoe	Variation of condition 2 (approved plans) pursuant to planning permission 22/03990/FUL to allow an increase to the eaves height by 300mm to the living section of the dwelling and alteration of the facing material of the living section of the building to a natural stone cladding and changes to fenestration of unit 3. <b>GRANTED</b>

1123.10 **VILLAGE ISSUES AND HIGHWAYS MATTERS.**

- a) **Flooding.** During the recent bad weather, Matfen was almost cut off due to flooding. There is a huge problem with the drains so there is nowhere for the flood water to go. Cllr Robson to draft a letter to send to NCC expressing concerns.
- b) **Signs.** There are several signs down around the Parish including one in Ryal and one at Waterloo. These will be reported via Fix My Street as this can pinpoint the location accurately.

1123.11 **DATE OF NEXT MEETING.** The next meeting is to be held on Tuesday 30<sup>th</sup> January 2024 at 7.00pm in Matfen Village Hall.

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