

To all members of the Council

You are hereby summoned to attend the next meeting of Matfen Parish Council to be held on Tuesday 29th July 2025 at 19:00 in Matfen Village Hall for the purpose of transacting the following business.



Mrs Mandy Senior
Clerk to the Council

22nd July 2025

**AGENDA for the Meeting of Matfen Parish Council on
Tuesday 29th July 2025 at 19:00 in Matfen Village Hall**

- 725.01 Election of Chairman
- 725.02 Election of Vice Chairman
- 725.03 To receive questions from residents in relation to Matfen Parish.
- 725.04 To receive apologies for absence – Cllr J Dempsey
- 725.05 To receive Declarations of Interest.
- 725.06 To consider co-option to fill 2 vacancies
- 725.07 County Councillor's Report.
- 725.08 To approve and sign the minutes of the meetings held on **13 May 2025**.
- 725.09 Actions taken following the meetings held on **13 May 2025**.
- 725.10 Finance/Administration
 - a) Accounts for payment – to approve items of expenditure.
 - b) To consider a donation to Citizens Advice Northumberland [See attached]
 - c) To consider contribution to Matfen Cricket Club towards installation of generator input [See attached]
- 725.11 Planning Applications
 - a) To receive decisions of submitted planning applications.
 - b) To consider responses to planning application received
- 725.12 Village Issues and Highways Matters
 - a) To consider the renewal of the Jubilee Garden Licence
 - b) To receive written update from Cllr J Dempsey on improvements at Matfen Cricket Club
- 725.13 Any urgent business as allowed by the chairman/Agenda items for next meeting [For information only]
- 725.14 Date and time of next meeting – **30 September 2025**

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

Accounts for payment on 29th July 2025

Payee	Details	Gross payment	VAT	Net Payment	Payment method
Mrs A Senior	Clerical services	607.40		607.40	BACS
H M Revenue & Customs	PAYE	151.80		151.80	BACS
Mrs A Senior	Play area inspections	125.00		125.00	BACS
Unity Trust Bank – June 25	Bank account charges	6.00		6.00	DD
Unity Trust Bank – July 25	Bank account charges	6.00		6.00	DD
Scrimshaws Cleaning	Public toilet cleaning June 25	86.67		86.67	BACS
Scrimshaws Cleaning	Public toilet cleaning July 25	86.67		86.67	BACS
Matfen Village Hall	Hall rent – July 25	15.00		15.00	BACS
Mrs A Senior	Postages/travel	42.45		42.45	BACS
Procut Grounds Maintenance Limited	Grass cutting – Football pitch	144.00	24.00	120.00	BACS
Procut Grounds Maintenance Ltd	Grass cutting – Football pitch	216.00	36.00	180.00	BACS
Matfen Cricket Club	Grass cutting – play area	60.00		60.00	BACS
MiJan Ltd	Easy PC Accounts	70.00		70.00	BACS
Income					
Unity Trust Bank	Bank account interest	78.95		78.95	30.06.25

Planning applications

Reference Number	Address	Description
25/01393/FUL	Locksley Cottage, East Wallhouses	Erection of 1no Granny Annexe REFUSED
25/02324/FUL	Matfen Golf Academy, Land South of Matfen Hall, Hope Lane, Matfen	Proposed greenkeepers' shed and associated facilities including new vehicular access from Hope Lane.
25/01177/FUL 25/01178/LBC	Blackett House and Temperance Cottage, Matfen	Holistic approach for sustainable retro fit to Blakett House, new rear extension, low level wall to front of dwelling and schedule of works to repair external fabric. GRANTED
25/02341/FUL	Matfen Golf Academy, Hope Lane, Matfen	Replacement golf academy building with car park enlargement and adventure golf facility.