

Mitford Parish Council

The Parish Council met at 7.30pm on Wednesday, 6th September 2023 in Mitford Village Hall.

Minutes

Present: Chair: Cllr Mike Sharp (M.S.), Cllrs Eric Dodd (E.D.), Ted Rodger (T.R.), and Micheal Jeans (M.J.).

Clerk: Damian McEnroe (D.M.)

1. Chairman's opening remarks.

The chair welcomed everyone to the meeting.

2. Public Participation.

There were no members of the public present.

3. Apologies for absence.

C. Cllr Sanderson, Cllr Matt Skillen (M.Sk).

4. Declaration of any interests and the grant of any dispensations.

Cllr T. R. declared an interest in the village hall and also in a tract of land adjacent to High House Farm (see Planning app 23/02473/AGTRES).

5. Report from the County Councillor.

The 2 reports from C. Cllr Sanderson were discussed and their content noted. Especially welcomed was the support from the C. Cllr in assisting to re-invigor the new Gateway features installation and also the work due to commence on refencing the riverbank adjacent to the B6343.

6. Report from the Police.

The police reported nothing of significance for the Parish.

7. Minutes of the meetings held on Wednesday, 5th July 2023.

The minutes of the above meeting were approved.

8. Any matters arising from the minutes not already included in the agenda.

Action 36: No response received. It was requested this be sent on to Neil Snowden, N.C.C. for his assistance. **ACTION D.M. 45/2023.**

Action 37: Karbon Homes appear willing to gift the land at Fontside to the P.C. but require a proposal plan first. The P.C. agree that the intention is to make the land a car park which will require a surveyed plan. M.J. will make enquires to identify a suitable surveyor. T.R. will contact David Towns, N.C.C., and Karbon Homes to identify any other steps necessary to further the project. **ACTION M.J. 46/2023, T.R. 47/2023.**

Actions 41 & 43: Neil Snowden, N.C.C., has suggested to the chair they hold an on-site meeting to discuss parking beneath the A1. Siting the bench nearby will be discussed at the same time.

Action 42: The email to Louise Curry “bounced” and has been resent to a colleague and a response is awaited.

9. Co-option of New Parish Councillor.

N.C.C. has notified the P.C. that there were no responses to the advert for the Councillor vacancy and we are now able to co-opt. We therefore need to advertise the vacancy locally. **ACTION D.M. 48/2023.**

10. Financial Matters.

The accounts and banking were presented and approved. The following payments were approved:

Gavin Christie – July Ground Maintenance - £ 168.00, August Ground Maintenance - £224.00.

D. McEnroe – Purchase of three Northumberland flags - £20.97, Sundries £25.00.

Zurich Insurance – P.C. liability insurance - £ 257.60.

The potential transfer of the Fontside land from Karbon Homes to the P.C. would incur a cost at some point, and funds need to be set aside for this purpose. This would be discussed at the next meeting.

There then followed a discussion regarding an appropriate salary level for the parish clerk where hours of work, responsibilities and experience was discussed. After being presented with differing pay scales awarded to clerks through out England it was agreed that the clerk be paid £250.00 per

calendar month for an average 20 hrs of work. This would commence from 1st October 2023. It was also agreed that the salary would be authorised yearly and a standing order set up. PAYE would be paid monthly without a need to authorise as it was a salary deduction. **ACTION D.M. 49/2023**

The P.C. computer is showing signs of age. It cannot be updated to Windows 11 and runs frustratingly slowly. It was unanimously agreed it be replaced and a sum of up to £750.00 to include a bag and Anti software was authorised. **ACTION D.M. 50/2023**

11. Parish Issues.

Cllr E.D. reported that the residents of Tranwell Woods have submitted a “couple” of calendars of activity regarding Turnberry House to N.C.C. but have not yet received a response. He will continue to monitor the situation.

12. Planning Applications.

The first planning application appeal for the land west of Lancaster Park has been successful but the second is currently suspended due to non-service of some relevant documents at which point the appeal will resume.

Application 23/02473/AGTRES – Council members agreed a neutral response should be submitted. **ACTION D.M. 51/2023**

Application 23/02494/FUL – No comment required.

Application 23/02203/FUL – The applicant has received notice from N.C.C. to indicate his application may be refused and so he asks that the P.C., who originally supported the application, make verbal representation at the hearing on his behalf. Chair M.S. who visited the scene of the application stated he would be happy to perform this role as he believes the proposed development will enhance the area. Both applicant and the planning committee need to be made aware of this.

ACTION D.M. 52/2023

13. Morpeth Neighbourhood Plan Review.

After being notified that Morpeth Town Council intend to review their Neighbourhood plan, Chair M.S. and M.J. attended a briefing session and agree that Mitford P.C. needs to be involved in the process which they hope will be a limited review without the need for a lengthy and bureaucratic approval process, and that Morpeth Town Council be so informed. **ACTION D.M. 53/2023**

14. Highways.

A discussion took place regarding the revised Gateway Features plan received from N.C.C. The only matter to arise concerned the proposed siting of the 30 mph signs within Tranwell Woods which would not protect all the properties served by the road. Chair M.S. agreed to arrange a site meeting with Neil Snowden, N.C.C. to discuss the matter. **ACTION M.S. 54/2023**

15. Village Hall.

T.R. provided an update. The hall is still in the process of purchasing a microphone. Repairs to the outside of the building are required and estimates are awaited. A cupboard is to be built for the Mitford Historical Society though this had not yet commenced. A new claim for power support has been submitted and the committee are confident of a positive outcome.

M.R. stated that Alcom, who provide high speed broadband to the village and beyond recently suffered a power outage and are looking for a new supply and might the Village Hall be suitable. Electricity costs would be reimbursed.

16. The Village warden and other Environmental matters.

Cllr M.Sk. has recently received communication from Gavin Christie, the grounds maintenance supplier asking for a site meeting to discuss the new schedule of works. Chair M.S. requested that this be arranged asap. **ACTION D.M. 55/2023**

17. Correspondence.

A parishioner has emailed the P.C. questioning the original placing of, and location of a wastebin being placed close to a public bench at Stable Green, and which attracts flying insects and creates smells.

The location was previously approved as suitable by the P.C. who having considered the area believed it to be the only suitable location. It is regularly emptied by N.C.C., however the P.C. will monitor the situation for potential misuse. The parishioner is to be informed of this. **ACTION D.M. 56/2023**

18. Any other urgent business.

The annual Town and Parish Council Conference will take place at County hall on Thursday, 5th October 2023. 2 places are available for the P.C. T.R stated he would attend and it was agreed the clerk would also attend. **ACTION D.M. 57/2023**

19. Time and dates of next meetings.

7.30pm Wednesday, 4th October, 1st November, 6th December 2023.

E.D. submitted his apologies for the next meeting due to unavailability.

DRAFT

Action Sheet

<u>Number</u>	<u>Action By</u>	<u>Description</u>
45	D.M.	Resend email regarding speed survey B6434 to Neil Snowden, N.C.C.
46	M.J.	Identify surveyor for Fontside site.
47	T.R.	Liaise with David Towns, N.C.C and Karbon Homes re Fontside Site.
48	D.M.	Prepare and distribute advert for Councillor vacancy.
49	D.M.	Set up yearly S.O. for clerks' salary.
50	D.M.	Investigate purchase of suitable new laptop.
51	D.M.	Submit neutral response re P.A. 23/02473/AGTRES.
52	D.M.	Inform applicant and N.C.C. planning of P.C. attendance for P.A. 23/02203/FUL hearing.
53	D.M.	Inform Morpeth Town Hall of P.C.'s desire to participate in Morpeth's' Neighbourhood Plan review.
54	M.S.	Arrange site meeting with Neil Snowden, N.C.C. to discuss Tranwell Woods proposed 30mph signage.
55	D.M.	Arrange meeting with Cllr M.Sk. and Gavin Christie to discuss village grounds maintenance.
56	D.M.	Respond to parishioner regarding waste bin and its location.
57	D.M.	Arrange attendance at Town and Parish Council conference.