

Mitford Parish Council
Draft Annual Meeting Minutes of the meeting
held on Wednesday 7th May 2025
At 7.30pm in Mitford Village Hall

Present:

Councillors: M Sharp (Chairman)
Ted Rodger
Eric Dodd
Carole Burn
Michael Jeans

Clerk: Dee Smith

Apologies: Matt Skillen

Revd Elaine Jones was also in attendance.

1/25 **Election of Chairman 2025/2026**

Proposals for Chairman for the forthcoming year were invited.

Councillor Sharp was proposed and seconded. The vote was unanimous.

The Declaration of Acceptance was duly signed.

2/25 **Election of Vice Chairman for 2025/26**

Proposals for Vice Chairman for the forthcoming year were invited.

Councillor Rodger was proposed and seconded. The vote was unanimous.

3/25 **To sign and Complete the Declaration of Acceptance of Office**

All members signed the above declaration prior to the meeting.

4/25 **Declarations of Interest**

Councillor Rodger declared a personal interest in agenda item 18: Village Hall
– Trustee,

5/25 **Public Participation Time**

There were no public present or public questions on this occasion.

6/25 To Confirm Eligibility to use the Power of General Competence (General Power of Competence) (Prescribed Conditions) (Order 2012)

Members were asked to confirm the eligibility criteria to exercise the General Power of Competence. The Clerk advised that Mitford Parish Council meets the two criteria for eligibility (Localism Act 2011 s8) as below:

- At the precise moment that the council resolves that it meets the criteria, the number of councillors elected at the last ordinary election equals or exceeds two thirds of its total number of councillors, and;
- The Parish Clerk holds the Certificate in Local Council Administration (CiLCA) (awarded in 2015).

RESOLVED

Mitford Parish Council meets the criteria for eligibility to use the General Power of Competence (GPC) England.

7/25 County Councillor Update

There was no update on this occasion.

8/25 Police Update

There was no update on this occasion.

9/25 Minutes of the Meeting held on Wednesday 5th March 2025

Members were asked to approve the above minutes.

RESOLVED

That the minutes of 5th March 2025, a copy of which has been circulated to each member, be approved and signed as a correct record by the Chairman.

10/25 Any matters Arising from Previous Council Meetings

There were no matters arising on this occasion.

11/25 Financial Matters

- (i) Members were asked to approve the payments below. The Clerk advised that two invoices from Gavin Christie have also been received for ground maintenance carried out in March and April 2025.

DATE	SUPPLIER	AMOUNT
01.04.25	NALC – National Affiliation Fee	£152.20
02.04.25	Zurich – Insurance renewal 25/26	£349.91
March 2025	Gavin Christie Fencing & Ground Maintenance	£151
April 2025	Gavin Christie Fencing & Ground Maintenance	£112

RESOLVED

Members approved the above payments.

The Clerk to verify that all Parish Council assets are adequately covered under the current insurance policy and to liaise with the insurers to update the policy if any discrepancies or omissions are identified.

(ii) Annual Governance & Accountability Return (AGAR) 2024/25

The Clerk advised members that the accounts have been completed for 2024/25, with the remaining task being the completion of the internal audit. The AGAR would need to be approved by the council before the 30th June 2025.

12/25 Policies & Procedures

Members were asked to approve the following:

- Draft Financial Regulations;
- Draft Internal Audit Policy;
- Review of Effectiveness of Internal Audit;
- Draft Financial Risk Assessment.

RESOLVED

Members approved all the above.

13/25 Parish Issues

Councillor Sharp give an update on the landslip at the rear of the Mitford allotment. A discussion has taken place with the NCC Risk Manager for Flood & Coastal Erosion. Councillor Sharp will contact an expert on river morphology who attended the site approximately 10/12 years ago and a Nature Based Solutions Officer from the Environment Agency.

Members were informed that Councillor Sharp is not aware of any potential funding opportunities for investigative work or implementation and the work required will not be cheap. The council will need to source grant funding and make provision in its accounts for this work. A plan by a specialist will also need to be funded.

Willow spiralling was discussed, however, this may result in loss of some of the allotment land. This work will also require machinery on site that the work will have to be carried out from the river which will be another expense.

RESOLVED

Information duly noted

14/25 Town & Country Planning Act 1990

There was no planning application to consider on this occasion.

15/25 Morpeth Neighbourhood Plan Review

There have been no meetings since the last update. A land assessment is being undertaken around Morpeth.

16/25 Highways

(i) Mitford Speed Sign

Members were informed that previous data from the sign on the western approach to Mitford shows that the median speed had risen since the time the sign was installed. Highways have been asked to put a speed strip on this stretch on road.

RESOLVED

The Clerk to chase up the speed strip with Highways.

(ii) Tranwell Woods Traffic Speed Sign

Members were advised that this is in progress and we should have the sign in the next few weeks.

(iii) Tranwell Gateway

Members were advised that the location key has been located and will be passed to the council. It was noted that the signs seem to be slowing the traffic in the area.

(iv) Land Slippage B6343 (Abbey Mills)

Members were advised that work could start at the end of July 2025 for potentially 4 months. It was noted that the last road closure worked quite well in Mitford. Northumberland County Council are going to

review how they implement the road closure due to the trade at the Dyke Neuk. Concerns were raised about HGV's coming through the village and past the church and drivers using Mitford Steads as a rat run.

RESOLVED

Councillor Burn to arrange a meeting with Highways to discuss our concerns.

(v) Piramel Bus Shelter

Members were informed that Northumberland County Council have conditionally approved funding for the bus shelter at Piramel. They have requested further information including supplier information, installer details, installation period and the final costs. No quotes have been sought for this project.

RESOLVED

To contact Northumberland County Council to establish more details and whether this would be a parish council asset and if the council would be responsible for ongoing maintenance etc.

17/25 Village Hall

Members were given an update on the solar panels for the village hall. Discussions have taken place with Northern Power Grid and NCEL.

RESOLVED

Information duly noted.

18/25 The Village Warden & Other Environmental Matters

There was no update on this occasion.

19/25 The Parish Council Website

Councillor Dodd advised that he has a meeting next week with the website developers to discuss the framework of the new website.

RESOLVED

Information duly noted.

A budget of up to £1000 from unreserved funds was agreed for this work.

20/25 Any Other Urgent Business

Members were advised that further complaints have been received about Turnberry House regarding inappropriate and disorderly behaviour. Previously an enforcement order was in place and meetings have taken place with Northumberland County Council about these issues.

Rev Jones advised members of the upcoming VE Day 80 events in the parish. A donation towards these events was requested.

Councillor Sharp advised member about the 2025 Village Fair. A grant of £2600 has been applied for from the National Lottery, which is expected to cover most costs. The organisers are also exploring options to replace the old gazebos and to add an additional one. A grant of £1000 will be considered at the next meeting.

21/25 Time and Date of Next Meeting

The next meeting will take place on Wednesday 25th June 2025, 7.30pm in the Village Hall.