

## **MITFORD PARISH COUNCIL**

The Parish Council met at 7.30 pm on Monday 6 June 2022 in The Village Hall, Mitford.

Present:

Parish Councillors Mrs Sheena Hudson, Ted Rodger, Mike Sharp, Matt Skillen and Mrs Alison Young (Chair presiding)

Stephen Rickitt – Clerk – actions for the clerk are marked “SER”

### 1: Welcome

The Chair welcomed all her fellow Councillors to the meeting.

### 2: Public Participation

No parishioners were present nor had any questions been emailed to the clerk.

### 3: Apologies for Absence

County Cllr Glen Sanderson

The resignation of Esther Ridley was noted with sadness, the Council marking the formal declaration of a vacancy with an appreciation for her work on the Council and as its representative on the Village Hall Committee.

### 4: Declarations and Grant of Dispensations

Cllr Ted Rodger declared his membership of the village hall committee.

Cllr Matt Skillen declared an interest in Application 22/01621/FUL which had been submitted by his employer

### 5: Coronavirus

There were no new issues to consider. The Council decided to retain this as a standing item on their agendas given the specific budget head to assist the community in recovery.

### 6: HM The Queen's Platinum Jubilee

6.1 The Council were delighted by the attendance over at least 150 parishioners at the Jubilee Fayre. The hog roast had proved to be a great success and it is believed that the Fayre Committee will be using caterers at future events. The sale of homemade cakes raised about £160 for local charities.

6.2 A time capsule has been buried and the clerk was asked to contact the County Council and the Northumberland Archives to see if there is guidance on how to record the capsule's location. **Action SER**

6.3 The Council resolved to make a specific budget head in the existing budget for future Fayres.

7: Report from the Police

No report had been received by the date of the meeting.

8: Report from the County Councillor

Cllr Sanderson had tendered his apologies saying

Good morning - I cannot attend your meeting this evening but there isn't much to update you on since I came along to the AGM -

I am concerned however that these road matters are taking a long time to resolve so please get in touch with me any time and I will help.

Or let me know about anything else if I can help.

9: Minutes of the annual meetings held on 9 May 2022

9.1 The draft minutes of the previous Parish Council Meeting were approved as a true record and signed by the Chair. All present expressed their thanks to Mrs Ridley for stepping in when the clerk was absent.

9.2 The draft minutes for the Annual Parish Meeting were noted,

10: Any matters arising from the minutes if not noted elsewhere in these minutes.

- Refurbishment of the Noticeboard at Fontside – Cllr Mike Sharp has this in hand and the Council authorised expenditure of up to £100 on materials
- Fencing in Tranwell Woods – Cllr Sheena Hudson reported that tidying up works have been carried out
- Discussion with Karbon Homes – no response has been received as yet

11: Planning

11.1 The Council considered the following applications and resolved as shown

Application	Resolution or Action
22/01511/FELTPO Seaton Ryde Tranwell Woods - application to fell one Silver Birch	To endorse the response seeking the replanting of replacement trees.
22/01503/FUL 25 Fontside Mitford - application for an Upwards Extension of Existing First Floor Bedroom, With Removal of Low Level Tiled Pitched Roof and Replaced with Proposed High Level Tiled Pitched Roof, Including Proposed Juliet Balcony to West Elevation	To endorse the response advising that there were no issues to draw to the attention of the local planning authority
22/01512/TREECA Harjas House Tranwell Woods - application for the Felling of 2 Silver Birch trees	A condition be imposed that two trees are planted for each tree felled.
22/01621/FUL Spital Hall Spital Hill Mitford - application for a replacement access	To seek information regarding the positioning of the existing gateway feature and any extension of the 30-mph limit and to seek the planting of two trees for each tree felled. <i>NB: Cllr Skillen withdrew for this item</i>
22/01692/FUL Lanercost House Tranwell – application for the demolition of existing flat roofed side extension to be replaced with dual pitched side extension to link detached garage to dwelling house	There were no issues to draw to the attention of the local planning authority

11.2 In considering any issues arising from these and previous planning applications, the clerk was asked to contact the County Council to seek details of any tree preservation orders within Tranwell Woods and then to seek a meeting with the county ecologist to consider whether there were any appropriate conditions which the council should seek in future felling applications within the parish in the light of the County Council’s adoption of the local plan and the climate action plan. **Action SER**

### 12: Erosion of the Riverbank

Cllr Matt Skillen reported that it was unlikely that funding was available from the Rivers Trust but he was continuing his attempts to enter a dialogue with them. **Action Cllr Matt Skillen**

### 13: First Aid Training

This is provisionally scheduled for 21 September 2022 in Mitford Village Hall. The Chair will keep Councillors advised of the details as they become available. **Action Cllr Mrs Alison Young**

### 14: Highways

14.1 The Council had received a report from a parishioner setting out a number of issues regarding roads and footpaths within the parish, many of which have been the subject of continuing dialogue with the Highways Dept. and the Highways Agency/Traffic England. The Council agreed to have highway issues as the main issue at its meeting on 4 July 2022 and to invite County officers to attend. **Action SER**

14.2 The Council had received plans for possible gateway features at Tranwell Village & Tranwell Woods. The clerk is seeking larger plans so these too can be discussed on 4 July. **Action SER**

14.3 Whilst the Parish Council will finalise its bids for the LTPP 2023/2024 at the 4 July meeting, the Council was minded to make the following bids

- The investigation of safety and speed reduction measures on the B6343, including Abbey Mills (included in the submission for 2022/2023)
- The continuing programme of the installation of Gateway features within the Parish (included in the submission for 2022/2023)
- The investigation of safety improvements on the Mitford Steads Road and the western entrance to Mitford (potential new submission)

### 15: Financial Matters

15.1 The Council noted the current accounts, a copy is attached to the signed minutes. There were no payments to authorise.

15.2 In the light of the clerk's forthcoming retirement, the Council resolved to seek the authorisation of Cllrs Alison Young and Mike Sharp as internet signatories for the Council's bank account. **Action SER**

#### 16: The Website

The Chair reported on the progress in updating information about groups and societies within the parish.

#### 17: The Village Warden and other Environmental Matters

17.1 The warden was complimented on the work done ahead of the Jubilee Fayre. Cllr Skillen is in regular contact with the warden and would welcome details of any work needed around the parish. **Action All Cllrs**

17.2 The clerk was asked to seek current details of the country park, proposed as part of the original application for the development of the land west of Lancaster Park. **Action SER**

17.3 Cllr Mike Sharp had circulated a draft application for County Council funding for ten mature trees. The Council approved the concept and delegated authority the Chair & Vice-Chairman to approve the terms of the final application. **Actions Cllrs Alison Young & Mike Sharp and SER**

#### 18: The Village Hall

Cllr Ted Rodger reported that there has not been a meeting of the Hall Committee as yet. Councillors look forward to receiving more information on the installation of audio/visual equipment in the Hall. **Action Cllr Ted Rodger**

#### 19: Correspondence

The clerk had circulated items of possible interest as they arrived via email.

#### 20 Staffing Issues

The clerk had emailed all Parish Councillors giving formal notice of his retirement in the early autumn. Although the notice expires at the end of June 2022, the clerk had offered to remain in post until September to ensure a smooth transition. The Council formally authorised the Chair and Vice-Chairman to appoint a new clerk. It was agreed to continue the previous practice of interviewing jointly with Meldon and Walton Parish Councils. **Action Cllrs Alison Young and Mike Sharp**

#### 21: Any other urgent business

None

22: Time and date of next meetings

These were agreed as shown below, all commencing at 7.30 pm in Mitford Village Hall

- 4 July 2022
- 5 September 2022
- 3 October 2022
- 7 November 2022
- 5 December 2022

Confirmed as a true record

and signed by the Chair ..... Date .....

DRAFT