

Whittingham Callaly & Alnham Parish Council
 Clerk Lesley Long, 5 Meadow Riggs, Alnwick NE66 1AP
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PARISH COUNCIL MEETING
 DRAFT MINUTES

Minutes of the meeting of the Whittingham, Callaly & Alnham Parish Council held on Tuesday June 15th, 2021 at 7.00pm at Whittingham Memorial Hall.

Present, B Wood (BW) - Chair, C Durie (CD) - Vice Chair, A Whincup (AW), S Gray (SG)

In attendance: Clerk - Lesley Long and 6 members of the public.

ITEM	DISCUSSION
78/21 Apologies for Absence & Declarations of Interest	Apologies: K Armstrong (KA), A Young (AY), J Renner (JR), R Bateson, (RB), K Turvey (KT). There were no declarations of interest.
79/21 Public Participation	No questions received
80/21 Minutes of the Previous Meeting	The Minutes of the May 18 th , 2021 meeting were APPROVED as a true record.
81/21 Matters Arising	<ul style="list-style-type: none"> i. Progress on construction of footpath - Work will start as soon as the contractor is available. ACTION - AW ii. Risk assessment for users of the path - in hand ACTION - AW iii. Scout Group storage - AW is in organising a site with The Scout Leader and will update the council on progress at the next meeting. ACTION - AW iv. School Lottery Bid. The Clerk confirmed she had sent a letter from the parish council to the headteacher to be used in support of the funding bid. v. Alternative School Parking - AW explained that several options were being explored with the challenge being to find a solution which provides a balance between ensuring children's safety, community use and access to parking. Further fact-finding is essential before any definite proposals can be put forward. ACTION - AW
82/21 BT Contract for the Adoption of the Telephone Kiosk	The Clerk had circulated the contract before the meeting, but as councillors had not had time to read it fully, it was agreed to defer the item to the next meeting.
83/21 Planning Applications	<p>21/01523/FUL: Buildings East of Callaly High Houses, Whittingham Proposal: Conversion of an agricultural building into a dwelling. Outcome: Agreed to submit a NEUTRAL response ACTION - Clerk</p>
84/21 Finance	<ul style="list-style-type: none"> a. The Finance report for June was received and APPROVED b. The following payments were APPROVED: <ul style="list-style-type: none"> i. Clerk's salary for June 1st - 30th + refund of PAYE £192.80 ii. Clerk's expenses for May 18th - June 15th 2021 £ 21.54 iii. Internal Auditor's Fee (Lucid Accountants Ltd) £ 66.00 ACTION - Clerk c. KA has been added to online banking & 2 person approval set up.

ITEM**DISCUSSION****85/21 AGAR Return & End of Year Accounts**

85/21/a The Internal Audit Report was received and the appointment of Lucid Accountants as internal auditor for 2021/22 APPROVED.

85/21/b The Annual Governance Statement that there is a sound system of internal controls was APPROVED.

85/21/c The Annual Accounts for 2020/21 were APPROVED

85/21/d The AGAR Accounting Statement and the Explanation of Variances for the financial year ending 31st March 2021 were APPROVED.

85/21/e The Certificate of Exemption was APPROVED.

Clerk to upload all documents to the parish council website and send the Certificate of Exemption to PKF Littlejohn, External Auditor. Notices for the Period for the Exercise of Public Rights to be posted on all village noticeboards.

ACTION - Clerk

86/21 Correspondence

None

87/21 Any Other Urgent Business

a) Northumberland Local Plan Main Modifications Consultation. The Clerk has received documents in hard copy and electronic format for the consultation which runs from June 9th - August 4th, 2021. The parish council has been asked if it wishes to make any comments on the Main Modifications. The Clerk will upload the documents to the parish council website where councillors can view them ahead of a discussion at the next meeting. **ACTION- Clerk/All**

b) In response to a request from the editor of the Vale News, it was agreed that the names and email addresses of current parish councillors will be published in the newsletter so that residents can contact them directly on any parish matters affecting their local area. **ACTION Clerk / All**

c) The Clerk had met with the Booking Secretary of the Memorial Hall to discuss bookings for forthcoming parish council meetings. As Covid-19 lockdown had disrupted meetings for the best part of a year, the balance of the parish council payment for bookings in the 20-21 had not been used. It was AGREED to accept the suggestion from the Booking Secretary that the June, July and September 2021 meetings would be without charge, and that the annual payment arrangement would start again in October 2021.

d) The Chair asked if members of the public present wanted to make any comment. Mr Ian Lepingwell, former Chair of the Parish Council, suggested that the new parish council might like to engage with the community to create a new 5-year parish plan and offered the records that he had collected during his time on the parish council to the new Chair, Brian Wood, as useful resource material. **ACTION - BW + IW**

e) At the end of the meeting, Ian Lepingwell was presented with thank you gift by Brian Wood, Chair of the Parish Council, on behalf of parish councillors who had contributed to a collection for him. Brian thanked Ian warmly for his long service as parish councillor, and for steering the Parish Council as Chair for so many years. All present wished him and his wife the very warmest of wishes for their new life in Gloucestershire.

- f) The parish council recorded a formal vote of thanks to Ian Lepingwell, former Chair, for his long service and commitment to the parish council and to residents.

88/21 Date of Next Meeting

Tuesday July 20th at 7.00pm - Whittingham Memorial Hall / Zoom (subject to Covid-19 Regulations at the time.)

Signed as a True Record of the Meeting Chair _____ **Date** _____