

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

Minutes of the electronic meeting of the Annual General Meeting of Whittingham, Callaly & Alnham Parish Council held on Tuesday May 18th, 2021 at 7.00pm via ZOOM.

Present: I Lepingwell (IL), K Armstrong (KA), A Whincup (AW), A Young (AY), B Wood (BW) C Durie (CD), J Renner (JR), R Bateson, RB)

In attendance: Clerk - Lesley Long.

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| 62/21 To Receive the Chairman's Report for 2020 | The former Chair read out the report for the parish council for the last year. There were no questions. The Clerk will upload the report to the parish council website and send to Vale News and Whittingham Village Facebook administrator. <b style="text-align: right;">ACTION - Clerk |
| 63/21 To Appoint a Chair for 2021 - 22 | It was RESOLVED that Brian Wood (be elected Chair. Proposed IL, Seconded AY, AGREED by ALL. It was suggested that it would be good practice to build experience within the parish council, if the role of Chair was rotated among parish councillors each year. The suggestion was AGREED in principle. |
| 64/21 To Appoint a Vice Chair for 2021 -2022 | It was RESOLVED that Chris Durie be elected Vice-Chair. Proposed JR Seconded KA, AGREED by ALL. |
| 65/21 Representative on Village Hall Committee & School Governors | It was agreed that CD would continue as Village Hall representative and AW as a representative on the Board of Whittingham C of E Primary School Governors. |
| 66/21 Apologies for Absence & Declarations of Interest | K Turvey There were no declarations of interest. |
| 67/21 Public Participation | No questions received |
| 68/21 Minutes of the Previous Meeting | The Minutes of the April 20 th , 2021 meeting were APPROVED as a true record. |
| 69/21 Matters Arising | <ul style="list-style-type: none"> i. Progress on Construction of Footpath - AW has spoken with the contractor and arranged for the delivery of the stone to site. Work will start as soon as the contractor is available. The Scouts have been tidying up the cleared area to make it more accessible for residents, parents and children. The possibility of a financial contribution from Rotary Children has been mooted. Discussions are ongoing. AW will report back. <b style="float: right;">ACTION - AW ii. Risk assessment for users of the path - in hand <b style="float: right;">ACTION - AW iii Scout Group storage - AW is in discussion with The Scout Leader and Tarmac, who have offered to provide a container free of charge, to finalise a suitable location and to consider cladding the container to make it more visually attractive within the village setting. Discussions are ongoing and AW will report back to the next meeting. <b style="float: right;">ACTION - AW |

iv. Alternative School Parking - AW had recently attended a School Governors' meeting where the topic had been discussed and various options explored. The Headteacher has been asked to draw up her 3 key priorities for the school to manage the issue e.g. bus parking, timetabling, pedestrian access, children safety and parents' car parking, etc. Once identified, the school governors will consider the 3 priorities in more depth. A joint letter from the school and the Ravensworth Estate is to be sent to the bus company about timetabling and the length of time buses are parked outside the school.

Various sites for alternative parking were mooted. AY will send a Land Registry search the showing titles, to councillors to clarify the position on land ownership. The parish council agreed that the problem was only likely to get worse and that search for a best-fit solution would need to be achieved by consultation and agreement with all the respective parties. To be discussed at the next meeting.

ACTION - AY / ALL

v. Repainting of Whittingham phone box - The Clerk will progress this enquiry as soon as she can. **ACTION - Clerk**

70/21 £10K Lottery Bid by School.

AW reported that the Headteacher was submitting a bid to the National Lottery for additional equipment for the school field and would appreciate a letter of support from the parish council. AGREED Clerk will send a letter. **ACTION - Clerk**

71/21 NCC Respect Campaign for Summer 2021

The Clerk had circulated details of the NCC Respect Campaign aiming to encourage visitors to the county during summer of 2021, to treat the area with consideration. The Clerk had passed the information to the Vale News editor and Whittingham Facebook page administrator.

72/21 Planning Applications

21/00736/FUL Treetops, East Whittingham, NE66 4RG

Outcome: NOTED that NCC Planning had GRANTED planning permission.

73/21 New Parish Councillor Paperwork

The Clerk had circulated the necessary forms by email and asked for them to be returned by May 24th so she can send them in to NCC within the 28-day deadline. **ACTION - ALL**

74/21 Finance

- a. **The Finance report for May** was received and APPROVED
- b. **The following payments** were APPROVED:
 - i. Clerk's salary for May 1st - 31st = £138.40
 - ii. Clerk's expenses for April 20th - May 18th 2021 = £ 28.90
- c. **Internal Auditor** - AY undertook to contact the accountant who audits the parochial church council's accounts to see if he would be willing to take on the task of auditing the parish council annual accounts and checking the AGAR forms. AY will liaise with the Clerk. **ACTION AY + Clerk**
- d. Adding KA as signatory to the Bank Mandate and to online banking. Clerk and KA will liaise to progress. **ACTION KA + Clerk**

75/21 Correspondence

- a. The Clerk had circulated an email from Northumberland Carers asking the parish council to promote the Carers' Week (June 7th - 13th) campaign. The Clerk has forwarded details to the Whittingham Facebook Page Administrator and the Editor of Vale News to publicise.

76/21 Any Other Urgent Business

None

77/21 Date of Next Meeting

Tuesday June 15th at 7.00pm Venue to be confirmed depending on latest Covid-19 distancing Regulations.

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