

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

Minutes of the meeting of the Whittingham, Callaly & Alnham Parish Council held on Tuesday September 21st, 2021 at 7.00pm at Whittingham Memorial Hall.

**Present,** C Durie (CD) - Vice Chair, A Whincup (AW), K Turvey (KT), J Renner (JR), A Young (AY)

**In attendance:** Clerk - Lesley Long..

<b>ITEM</b>	<b>DISCUSSION</b>
<b>104/21 Apologies for Absence &amp; Declarations of Interest</b>	Apologies: B Wood (BW) R Bateson, (RB), S Gray (SG), K Armstrong (KA) There were no declarations of interest
<b>105/21 Public Participation</b>	No questions received
<b>106/21 Minutes of the Previous Meeting</b>	The Minutes of the meeting on July 20th, 2021, were APPROVED as a true record.
<b>107/21 Matters Arising</b>	<ul style="list-style-type: none"> <li>i. <b>Progress on construction of footpath</b> - Work will start as soon as the contractor is available. He is especially busy. AY will contact him to see if he is likely to be able to undertake the work by October. If not, it was agreed that it was best to defer the groundworks until the Spring to avoid mess likely to be created by bad weather as winter approaches. <b>ACTION - AY</b></li> <li>ii. <b>Risk assessment for users of the path</b> - in hand <b>ACTION - AW</b></li> <li>iii. <b>Scout Group storage</b> - AW is working with the Scout Leader. As it proved unfeasible to place a storage container in the location, the Scouts are going to build a storage shed on ground behind the Whittingham Memorial Hall, kindly granted by Lord Ravensworth. They will also be able to practice their camping skills on the grassed area. <b>ACTION - AW</b></li> <li>iii. <b>Alternative School Parking</b> - AW is still exploring options with the various parties involved. <b>ACTION - AW</b></li> </ul>
<b>108/21 BT Contract for the Adoption of the Telephone Kiosk</b>	<ul style="list-style-type: none"> <li>i. The Clerk had established that the parish council will have to apply for Planning permission for change of use at a cost of £231 should they wish to use the adopted telephone kiosk e.g., as a community information hub, or other purpose in future. The future use of the kiosk remains undecided and will be discussed once BT have decommissioned it.</li> <li>ii. The Clerk will sign the contract to adopt the kiosk on behalf of the parish council and ask BT to begin the process of decommissioning it - which could take up to 3 months. Once the telephone kiosk belongs to the parish council, the Clerk will add the phone box to the council's asset register and it can be freshened up with a new coat of paint. <b>ACTION - Clerk</b></li> </ul>

**ITEM****DISCUSSION****109/21 Planning Applications**

- i. **20/01887/FUL Land South of Hope Cottage Whittingham**  
**NCC Decision** - Planning Permission GRANTED
- ii. **21/03004/FUL Leafield Cottage 2 Callaly Road Whittingham NE66 4SL**  
**OUTCOME:** Following consultation, the Clerk had submitted NEUTRAL Response.
- iii. **21/02106/FUL Land West of Mile Moor Farm Cottages, The Mile Glanton Northumberland.** Change of Use from agricultural buildings to kennels.  
**NCC Decision** - GRANTED

There were no other planning applications.

**110/21 Planning Validation Checklist-  
NCC Consultation  
111/21 Parish Plan**

The parish council had no comments to make. The Clerk will complete the consultation return form accordingly. **ACTION - Clerk**

The Clerk reminded councillors that they had received a briefing paper explaining the difference between a Design Statement, a Parish Plan and Neighbourhood Plan. The parish council re-affirmed their decision to begin discussion on the suitability of a plan as soon as co-opted councillors join the team on October 19<sup>th</sup>. The parish council is now on the circulation list for the NCC Neighbourhood Planning Newsletter.

The parish clerk had collected various planning guidance documents and sample plans from the former parish council chair and will make them available for the next parish council meeting.

It was AGREED to invite Sarah Brannigan, Neighbourhood Planning Officer, to give an introductory briefing to the parish council on the process of drawing up a plan and availability of grant funding, to enable the council to decide how best to move forward. **ACTION - Clerk**

**112/21 Highways**

- i. **The Croft** - The Clerk had received a reply from NCC Highways that the Croft resurfacing would not be included in the Highways programme for the current financial year. However, it will be put forward for the 2022-23 capital maintenance programme, when it will be assessed along with all LTP priority requests across the county. Richard McKenzie had noted that many elderly residents lived at the Croft and has asked for the road to be added to the safety inspection team's list to ensure that any remedial repairs will be carried out to keep the road in a safe condition. The Clerk will reply to the resident who raised the issue. **ACTION - Clerk**
- ii. **Vehicle Activated Speed Signs** - the parish council agreed that it would like to install vehicle activated speed limiter signs on the Bridge of Aln and Callaly to Whittingham Road where they enter the village, if it were feasible. Signs cannot be provided by NCC Highways, As each sign costs approximately £4,000, it was agreed that the parish council would approach County Councillor Steven Bridget to see if he would be willing to pay for a sign from his Member's Small Improvement Grant as other county councillors have done in their rural parishes. The Clerk will write to Cllr Bridgett. **ACTION - Clerk**

**ITEM****DISCUSSION****113/21 LTP Priorities  
2022 -23*****The following priority requests will be submitted:***

1. NCC Highways to conduct a survey of the roads and footpaths around Whittingham to identify how the routes could be made safer for pedestrians of all ages and abilities. The number of people walking in the village has noticeably increased and heavy lorries and car traffic are posing a worrying safety hazard. AY will supply the Clerk with a marked map showing the areas of particular concern. **ACTION - AY**
2. Resurfacing of the Croft
3. Widening of the narrow stretch of road between Mount Hooley Farm and Whittingham Lane and filling in of the gully created where cars have to pull off the road to avoid collision with HGVs and wide farm vehicles.  
Clerk to submit by 8<sup>th</sup> October. **ACTION - Clerk**

**114/21 Planters for the  
Village**

CD clarified that offer from the quarry to the community was towards the costs of plants not the planters themselves. Councillors expressed a wish to create an attractive planted gateway feature at the entrance to Whittingham village but noted that matters of land ownership and the siting of physical structures next to the highway would need to be considered. Further discussion was deferred until another meeting.

**115/21 Finance**

- a. ***The Finance report for September*** was received and APPROVED
- b. ***The following payments*** were APPROVED:
  - i. Clerk's salary for September 1<sup>st</sup> - 30<sup>th</sup> 2021 £156.60
  - ii. Clerks expenses for June - September 2021 £ 32.99
  - iii. ICO Data Protection Registration fee £ 40.00
  - iv. Donation to Royal British Legion for poppy wreath £ 35.00
- c. The Clerk presented the mid-year budget. Councillors agreed to discuss the award of donations and S137 grants at a subsequent meeting.
- d. The Clerk will renew the parish council's data protection registration with the Information Commissioners Office.
- e. The Clerk will follow up with NCC for details of the annual insurance premium and policy documents. **ACTION - Clerk**

**116/21 General Risk  
Assessment**

The parish council discussed the revised General Risk assessment prepared in 2019 and noted that it had not been possible to complete the action points, owing to the Covid-19 lockdowns. It was agreed that the Clerk would approach 2 local handymen to get quotes for the required maintenance work and would also obtain costs for an arboricultural survey of the trees on the village green which is now due. To be presented to the next meeting. **ACTION - Clerk**

It was noted, that following BT's removal of the phone kiosk in Alnham, there is no place to put up parish public notices. The Clerk will investigate the cost of a wooden noticeboard cabinet and report back. The noticeboard in Callaly was also in poor repair in 2019 and may also need to be replaced. **ACTION - Clerk**

**117/21 Correspondence**

- i. Letter from Friends of the Whittingham Parish Burial Ground asking for a donation. The Clerk will write to the trustees to ask them to kindly supply the annual running costs of maintaining the burial ground to help the parish council in making its decision on its priorities for expenditure for the remainder of the financial year.
- ii. Letter sent to Northumberland Newcastle Society as agreed at the last meeting.

**ITEM****DISCUSSION**

- iii. Email about the NCC Free Tree Scheme available to parish councils, community groups and residents. The Clerk to write to NCC Highways to find out if it would be permitted to plant an avenue of small trees such as rowans on the approach to Whittingham village. **ACTION - Clerk**
- iv. Invitation from the Climate & Nature group (CAN) in Rothbury for their launch on Sept 18<sup>th</sup> had been circulated to councillors, Vale News, and the Whittingham Facebook Admin.
- v. Questionnaire from the NCC Climate Action Plan Team asking if the parish council had declared a Climate Emergency and whether the parish council would appreciate help in preparing a Climate Action plan. The Clerk to reply that the parish council would be open to receiving support. **ACTION - Clerk**
- vi. Email from residents concerned that a tree in a property next to the Memorial Hall is blocking light from a streetlight and making the area hazardous for users of the hall at night. Referred to AW for action. **ACTION - AW**

**118/21 Any Other Urgent Business**

None

**119/21 Co-option of Parish Councillors**

The following applications were unanimously co-opted to the parish Council.: Elidh Gardiner for Whittingham, Nick Riordan for Whittingham and Professor Jonathan Clark for Callaly. The Clerk will write to all successful applications congratulating them on their appointment and sending the necessary paperwork. **ACTION - Clerk**

**120/21 Date of Next Meeting**

Tuesday October 19<sup>th</sup> at 7.00pm - Whittingham Memorial Hall

Signed as a True Record of the Meeting Chair \_\_\_\_\_ Date \_\_\_\_\_