

Whittingham, Callaly & Alnham Parish Council
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PARISH COUNCIL MEETING
MINUTES

Minutes of the meeting of the Whittingham, Callaly and Alnham Parish Council held on Tuesday 19 March 2024, at 7.00pm at Whittingham Memorial Hall.

Present : B Wood, Chair (BW), K Armstrong (KA), Prof. J Clark (JC), J Renner (JR), K Turvey (KT), A Young (AY), J Bolton (JB), E Gardiner (EG) and D Bateson (DB)

In Attendance : Linda Pullan, Parish Clerk (LP) and 3 members of the public

ITEM	DISCUSSION
024/24 Apologies for Absence & Declarations of Interest	A Whincup (AW), S Gray (SG) and R Bateson (RB) Declarations of interest – DB to abstain from voting on Planning Application 24/00835/LBC and 24/00838/FUL
025/24 Public Questions	None
026/24 Minutes of the Previous Meeting	Item 015/24.i. Matters Arising Paragraph 3 was amended to state “It was agreed that the Neighbourhood Plan should be <i>deferred</i> until the PC can review what is being sent to the consultant”. The minutes of the Meeting held on 20 February 2024 were APPROVED and signed as a true record.
027/24 Matters Arising	<ul style="list-style-type: none"> i. Neighbourhood Plan : JC had circulated documents prior to PC meeting and felt there were 2 items for discussion : agree a choice of consultant and to approach Locality for funding. The Stages of the Neighbourhood Planning Process were reviewed; Stage 1 Area Designation had been completed and Stage 2 Prepare the Plan is underway. AY enquired if there had been a Steering Group meeting since the last PC meeting. JC explained they were waiting for the PC to review and decide. The 6 themes that had been identified by the Steering Group were discussed and compared to other Parish Council’s plans. JC mentioned that traffic congestion, speeding, parking had been raised as an issue. KA and JB said the new speeding signs had made a massive difference and that school parking this year has improved. BW suggested an online vote “for” or “against” the Neighbourhood Plan. Depending on the outcome of the vote whether the Plan can progress to the next Stage. This was agreed and LP to organise and record the vote. ii. Path along riverside : JC suggested using plastic tubes to unload the gravel. KA is liaising with Lee Charleton, Biddlestone Quarry and AW.
028/24 Highways Matters	<ul style="list-style-type: none"> i. Restoration of historic cast iron road signs : BW had been in touch with Heritage Group in Glanton (a sub committee from their PC) who had looked into restoration of signs. They had recently restored a sign near Branton. A new cast iron sign costs approx. £4000 each. BW is looking

into costings of refurbished signs but may be costly as would need to be sand blasted and then repainted. KT suggested the donation received could be used to restore a sign. JC mentioned that the resident who had first enquired about the signs was prepared to photograph all the signs.

029/24 Planning Applications

24/00316/FUL Low Barton Farm, Whittingham – Single storey garden room side extension to west elevation. **NCC GRANTED permission.**

Applications received since the agenda had been prepared.

24/00207/FUL Hill Top Cottage, Alnham – Demolition of conservatory and construction of two-storey extension, first floor extension with ground floor open porch and 1no dormer window. **NCC GRANTED permission.**

24/00835/LBC and 24/00838/FUL 6 Callaly High Houses, Whittingham – Listed Building Consent for single storey porch to rear of building constructed from materials to match existing. Internal alterations to provide ensembles to bedrooms and wall removal to create larger kitchen space. Installation of oil-fired heating system (external oil boiler and tank). Re-pointing of external walls with lime mortar. Lining & insulating of East & South walls as shown on plans. **PC SUPPORTED.**

030/24 Finance

- i. To receive the monthly finance report for March (*Circulated with Agenda*)
- ii. To approve invoices and expense claims received prior to, or during the meeting. **None.**
- iii. Clerk's salary 1 – 31 March '24 15 hours @ £15.00 per hour = £225 to be approved. **Approved.**
- iv. Financial Risk Assessment reviewed and updated. **Approved.**

031/24 General Risk Assessment and Asset Register

A General Risk Assessment had been conducted on 23 February 2024 by LP/KA. This had been circulated prior to the PC meeting and displayed on the PC website. **Approved.** The Asset Register has been updated and includes a litter bin on the Bridge of Aln. **Approved.**

032/24 Donation

Endowment Fund : JC gave examples of investment trusts and the large returns. DB didn't think it would generate a large return. JC explained the 2 foundations he would recommend : The Community Foundation which hand back grants at their discretion, or the Charities Aid Foundation, which the PC can withdraw money from at anytime. BW suggested an online vote "to proceed" or "not to proceed with endowment fund". This was agreed and LP to organise and record the vote.

033/24 Correspondence

- i. Grateful thanks had been received from the 3 organisations awarded the S137 Grants. All were grateful for the Parish Council generous support.
- ii. Whittingham Memorial Institute Committee have agreed to increase the hire charges by £1.00 per hour from 1st March 2024. This is due to the rising costs of electricity, Insurance and maintenance. EG had attended the Committee meeting.
- iii. An email had been received from local resident Hilary Durie regarding flooding at Castle Meadow. This had been circulated with the Agenda. AY explained that the Highways Authority had been informed who are liaising

with the Environment Agency, Natural England and LLFA (Lead Local Flood Authority). They are working alongside the farmer to improve the situation by using different farming methods. During heavy rain the drains are overwhelmed from the run off from the fields and this creates a significant issue for the residents at Castle Meadow. It was agreed that BW to contact the farmer explaining the residents concerns in the first instance and then contact LLFA.

034/24 Any General Matters

- i. LP had received an email from NCC regarding the refurbishment of Alnham East Bridge. The Scheduled work to begin on 7 May 2024 for approximately 8 weeks. It was mentioned that any issues can be reported on www.fixmystreet.com . Issues can be reported and tracked.
- ii. A member of the public enquired whether the votes would be recorded publicly. The votes would be recorded.

035/24 Time and Date of Next Meeting

Tuesday 16 April 2024 at 7.00 pm Whittingham Memorial Hall

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