



WHITTINGHAM, CALLALY & ALNHAM PARISH COUNCIL

<https://northumberlandparishes.uk/whittingham>

Clerk: Sarah Trushell | whittinghampc29@gmail.com | 07455 004164

MINUTES of the Ordinary Meeting of the Parish Council

Minutes of the Ordinary Meeting of WCA Parish Council held on Tuesday 24th March 2026, 7:00pm at the Whittingham Memorial Institute Hall.

Present:

Councillors: Andrew Whincup (Chair) Karen Armstrong, David Bateson, Neil Blackshaw, Paul Bradley, Jonathan Clark, Elidh Gardiner, Toni Marsden, James Renner, Brian Wood

Clerk: Sarah Trushell

Members of the public: 10

143/25 Apologies for absence

Apologies were received from Cllrs Bolton, and Gray.

144/25 Declaration of interests.

Cllr Clark declared an interest in item 152/25.

145/25 Public Participation

Members of the public raised concerns regarding:

The level of detail recorded in minutes and the ability to understand decisions

The availability of contextual information explaining decisions

The governance, operation and membership of the Neighbourhood Plan Steering Group

Representation and inclusivity within the Steering Group and wider parish processes

The Council confirmed:

Minutes are a formal record of decisions and not a record of discussion

Consideration would be given to providing additional information to the public

Further clarity on the Neighbourhood Plan Steering Group would be provided under the relevant agenda item

146/25 Minutes of the Meeting of 17 February 2026

Typographical errors and omissions were identified.

Concerns were raised regarding Minute 137/25. Revised wording was proposed and agreed.

It was agreed that the amended wording for Minute 137/25 be brought to the next meeting for formal approval.

147/25 Matters Arising

None raised.

148/25 Community Matters.

a) Speeding and Road Safety

Correspondence was noted.

The Clerk confirmed that the school correspondence had been circulated to all

Signed as a true record of the meeting _____ *on Date* _____



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councillors and that County Councillor Mark Mather had been invited to attend a future meeting.

b) Cast Iron Road Signs

Cllr Gardiner reported on a training course in Northumberland and enquiries are being made.

c) Parish Projects

Members received updates on the phone box; repair works have been delayed due to the weather. Cllr Blackshaw is developing a costed proposal.

d) Donation Plans

A survey regarding potential use of donation funding had been circulated. It was agreed that proposals be costed to inform future decision-making.

Following the previous resolution, a draft letter to the Estate regarding the footpath project has been prepared.

e) Wooden Footbridge

The Clerk is still awaiting a reply from NCC to try and get more clarity on ownership. It was noted that the bridge is becoming increasingly damaged and in need of repair

f) Trees on the Village Green

It was agreed that quotes be obtained for a tree survey and circulated

g) Energy Costs and Impact on Residents

The impact of rising oil prices and cost of living pressures on residents was discussed. It was agreed that available support and relevant information be publicised via appropriate channels, including the website and noticeboards.

149/25 Parish Council Administration Matters

a) Neighbourhood Plan

The Council considered the status, membership and Terms of Reference of the Neighbourhood Plan Steering Group.

Clarification was provided that the Steering Group operates as a working group and is not a committee of the Council.

Membership of the Steering Group was confirmed as:

Cllr Neil Blackshaw, Cllr David Bateson, Cllr Paul Bradley

Chris Breeze, Anton Hoogendoorn, Charles Ashby, Jacqui Pringle, Sandra McCormack, Damian Cruden, Stuart Knox,

Following discussion, the Terms of Reference were agreed.

Members noted the next stages of the Neighbourhood Plan process, including development of objectives and forthcoming public consultation.

b) End of Year Preparations

i) Review and confirmation of Asset Register

The asset register was noted,

ii) Review and confirmation of Risk Register

The risk register was noted

iii) Appointment of Internal Auditor for 2025–26

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It was resolved to appoint Claire Miller.

150/25 Governance Documents

a) Biodiversity Plan

It was agreed to defer this item to the next meeting

151/25 Planning Matters:

a) 26/00799/LBC It was resolved to support this application

152/25 Financial Matters:

a) Transaction Report

The Transaction Report has been published on the Council's website in accordance with transparency requirements and was circulated at the meeting.

b) Bank Reconciliation

The bank reconciliation to 24 March 2026 was received and accepted.

c) Payments for Authorisation

The Clerk's wages and Working from Home Allowance (£26) were noted as contractually approved and paid in accordance with the Clerk's contract of employment.

Neighbourhood plan printing costs of £76 were approved

It was resolved to continue the meeting beyond the two-hour limit.

d) Grant Applications

It was resolved to donate the following:

Whittingham Vale News: £250

Parochial Church Council of Whittingham with Edlingham and Bolton Chapel (Burial Ground): £250

1st Whittingham BP Scout Group: £250

The grant policy is to be reviewed and an updated form will be distributed

153/25 Items for Information or Future Agenda

Road safety and the grass triangle in Whittingham Village were noted as items for the next agenda

154/25 Date of next and future meetings (to start at 7pm unless stated otherwise)

21st April 2026

19th May 2026

Signed as a true record of the meeting _____ on Date _____