



WHITTINGHAM, CALLALY & ALNHAM PARISH COUNCIL

<https://northumberlandparishes.uk/whittingham>

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

Dear Councillor,

You are hereby summoned to attend the Meeting of the Parish Council on **Tuesday 19th May 2026** at **Whittingham Memorial Hall**, for the purpose of transacting the following business.

These meetings will commence immediately following the conclusion of the Annual Parish Meeting.

Members of the public and press are invited to attend.

AGENDA FOR THE PARISH COUNCIL ANNUAL MEETING

1. Apologies for Absence

To receive apologies for absence and to approve any reasons for absence.

2. Election of Chair

To elect the Chair of the Parish Council for the 2026/27 municipal year

3. Signing of Chair's Declaration of Acceptance of Office

4. Election of the Vice Chair

To elect the Vice Chair of the Parish Council for the 2026/27 municipal year

5. Appointments to Working Groups and Committees

To appoint members to Parish Council committees and working groups.

AGENDA FOR THE PARISH COUNCIL ORDINARY MEETING

1. Apologies for Absence

To receive and approve any apologies for absence.

2. Declaration of Interests

Members to declare any disclosable pecuniary interests, other registerable interests, or non-registerable interests in items on the agenda.

3. Public Participation

To allow members of the public to make representations, ask questions, or raise issues, on agenda items or other parish matters (maximum 15 minutes). The Chair may direct that a response be given at a later date.

4. Minutes of the Previous Meeting

a) To consider approval or amendment of the minutes of the meeting 21st April as a true record.

5. Matters Arising

To receive information or updates on items from previous minutes not included elsewhere on the agenda (for information only, no decisions to be made).

6. Parish Council Administration Matters

a) Neighbourhood Plan

To receive an update from the Neighbourhood Plan Steering Group and to resolve any necessary actions.



WHITTINGHAM, CALLALY & ALNHAM PARISH COUNCIL

<https://northumberlandparishes.uk/whittingham>

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

b) Publication and Circulation of Draft Minutes

To review current administrative arrangements relating to the circulation and publication of draft minutes.

c) Council Communications

To review council communication protocols, governance arrangements and the administration of council-related mailing lists and correspondence.

d) Grant Policy

To review the current grant policy arrangements and consider the adoption of an updated Grant Policy.

e) Annual Governance and Accountability Return (AGAR) 2025/26 – Certificate of Exemption

To consider and approve the Certificate of Exemption for the year ended 31 March 2026.

7. Community Matters

a) Parish Projects

To receive an update and consider any further actions required on the following ongoing projects:

i) Cast Iron Road Signs

ii) Telephone Box

iii) Bus Shelter

b) Litter Bins in the Parish

To receive an update and agree any necessary actions.

c) Donation Plans

To receive an update and agree necessary actions regarding donated Parish funds, to include discussion of the potential footpath project and any related actions.

8. Financial Matters:

a) Transaction Report

To receive and approve the Schedule of Receipts and Payments

b) Bank Reconciliation

To receive and approve the bank reconciliation to 19/05/2026

c) Payments for Authorisation

To consider and approve the schedule of payments for authorisation

9. Items for Information or Future Agenda

To receive items for information only and to determine any matters to be included on future agendas

10. Date of next and future meetings

To confirm the date of the next meeting.

11. Exclusion of Press and Public

In accordance with the Public Bodies (Admission to Meetings) Act 1960, to



WHITTINGHAM, CALLALY & ALNHAM PARISH COUNCIL

<https://northumberlandparishes.uk/whittingham>

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

exclude the press and public from the following item due to the confidential and potentially sensitive nature of the business to be discussed.

12. Formal Complaint

To consider a formal complaint received by the Council and determine any necessary actions.