



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 15th July 2025, 7:00pm at the Whittingham Memorial Institute Hall.

Present:

Councillors: Andrew Whincup (Chairman), Karen Armstrong, David Bateson, Jamie Bolton, Paul Bradley, Jonathan Clark, Elidh Gardiner, Stuart Gray, Toni Marsden

Clerk: Mrs Sarah Trushell

75/25 Apologies for absence

Apologies were received from Cllrs Blackshaw, Renner and Wood.

76/25 Declaration of interests.

None were declared.

77/25 Public Participation

No members of the public spoke at the meeting.

78/25 Minutes of the Meeting of 17th June 2025

The minutes of the meeting held on 17 June 2025 were proposed by Cllr Bradley, seconded by Cllr Gray and agreed as a true record. The Chair signed the minutes.

79/25 Communication Received

a) Wilderness Way

A presentation was received from the Operations Director of Wilderness Way regarding a potential planning application for change of use at Blacksmith's Cottage, Alnham. Questions from councillors should be sent directly to the organisation. If an extension to the consultation period cannot be secured, an extraordinary meeting will be called to agree the Council's response.

80/25 Community Matters.

a) Path along Riverside

Eslington Estate is happy for the path to proceed if stone can be sourced but liability insurance will not be funded. The path will be a basic surface, not tarmac. Cllr Whincup will contact Cllr Bridgett to confirm stone delivery. If stone is not available, road planings will be considered. Payment for the builder will be approved if the material is confirmed.

b) Cast Iron Road Signs

Fundraising will be required to restore the signs. As the signs are structurally sound, restoration may be deferred until 2026. Cllr Clark advised that a donor may be interested in contributing.

c) Bus Shelter

Cllr Gardiner is awaiting a final quote for refurbishment and suggested securing funding

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



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based on current information. A surveyor will be engaged to assess the roof, which leaks in the centre.

d) Benches

Most benches in the parish are in good condition. Two require replacement. Cllr Gardiner proposed trialling a recycled plastic bench. Remaining benches will be repainted. An additional bench further out in the village was suggested. Cllr Clark proposed purchasing a three-seater from donation funds. This was agreed unanimously.

e) Litter Bins

It was agreed to install an additional litter bin by the Lonnen.

81/25 Parish Council Administration Matters

a) Neighbourhood Plan

The first meeting of the steering group is planned for September and will be used to gauge interest rather than hold a consultation. It was agreed to include an invitation flyer with The Vale News. Following the removal of Government funding for Neighbourhood Plans, alternative funding sources will be sought. The existing NDP funds will be moved into the Council's main account and earmarked as a reserve. The group will operate as a steering group rather than a formal committee. A table at the village show was suggested to raise awareness.

82/25 Governance Documents

a) Biodiversity Plan

Cllr Whincup will prepare a draft Biodiversity Plan for review.

b) Press and Media Policy

The draft Press and Media Policy was reviewed. It was agreed that all media enquiries will be directed to the Clerk it was noted that clause 5.3 is good practice but not a legal requirement. The Clerk will update and bring to the next meeting.

83/25 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 16 June 2025 was approved.

c) Payments for Authorisation

The following payments were APPROVED:

Clerk's travel expenses: £11.88

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.

84/25 Items for Information or Future Agenda

The condition and potential use of the phone box will be considered at a future meeting.

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85/25 Date of next and future meetings (all start at 7pm unless stated otherwise)

16 September 2025

21 October 2025

18 November 2025

No meeting in December 2025

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