



**Wednesday 4th March 2026 - Whalton Village Hall**

**Open Parish Council Meeting**

(Draft minutes until signed)

**26:18 Cllr's Present:** Chair Dr Anne Lennard, Vice chair Martin Grix, David Storey, Stephen Trobe, Marlene Young.

**In attendance:**

Malcolm Burn (Parish Clerk)  
1 member of the public (Part)

**26:19 Apologies for absence received:** Cllr Darwin (NCC)

**26:20 Declaration of Interests, and grant of any dispensations:** None

**26:21 Public questions received in advance:** None

**26:22 Minutes of previous meeting:** (Chair)

The minutes of the previous meeting held on 7th January were agreed & signed by the Chair.

**26:23 Matters Arising from the Minutes (unless separately on the agenda)**

26.23.01 (26.06.01) Transport manager Mr Neil Easton has provided feedback to WPC following the previous meeting and the detailed discussions of 7th January. Extensive discussion took place regarding a proposal for the 419 service on a Saturday only, Whalton first pick up. Concerns were raised regarding a lack of service to Ogle. WPC to seek feedback from the parishioners before referring back to Mr Easton. Chair to action. **Done**

26.23.02 Discussion took place regarding the draft local plan for the parish. WPC **resolved** to purchase software for those Cllrs willing to contribute to the documentation (clerk to action). Chair signed the form supplied by NCC Neighbourhood team to establish a 'Neighbourhood area designation status' at Whalton PC. Clerk to contact NCC neighbourhood team to review and establish next steps. **Done.**

**26:24 Speed Sign Data - Whalton Village** (Clerk)

26.24.01 Tech support at Elan City had provided the data in PDF format from 1 of the speed detectors (Morpeth end East) in Whalton village. This was provided to members and discussion took place. Clerk to confirm aspects of how to interpret certain graphics such as 'incoming' & 'outgoing' data. **Done.** WPC resolved to obtain the data from the second unit at Whalton & repeat the data collection in September. Clerk to action. Chair to discuss with (NCC) Cllr Darwin re detector pole at Ogle.

**26:25 Cllr Lyle Dawin (NCC)**

26.24.01 Cllr Darwin was unable to attend the meeting. Clerk confirmed he is awaiting confirmation regarding progress for new posts & chains at the village green. Clerk to action.

**26:26 Financial Matters:** (Clerk)

26.26.01

Non routine / other payments made

NOTE: WPC reclaim the VAT from VAT registered invoices

New Defib pads x4 Whalton & Ogle	248.00+ 49.60VAT
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26.26.02 Invoices anticipated.

HugoFox Ltd Secure email accounts x10 <a href="http://Gov.uk">Gov.uk</a> - 6 Cllr + 1 Clerk + 3 alias annual fee.	209.88+ 41.98VAT
HugoFox Website hosting / annual fee Months 1-6 FREE 7-12 discounted by NALC in 2026/27 membership fee.	59.94+1 11.99VAT
HugoFox website build & branding / training	199.00+ 39.80VAT
Mobile phone reconditioned (clerk)	65.00

SIM card for clerk mobile / monthly Lebara	5.00
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26.26.03 The Clerk confirmed **balances at the date of the meeting.**

Current Account Unity Trust Bank	6,872.11
Saving Account Unity Trust Bank 2.10% instant access	3,806.95
Total Balances to date	<b>10,679.06</b>

26.26.04 Clerk confirmed Unity Trust Bank saving interest has decreased to 2.10%. Clerk suggested 2k be moved from current account to the saver for use when local plan consultation fees may be applied. **Resolved.** Clerk to action.

26.26.05 The banking risk assessment submitted by the clerk was adopted.

26.26.06 Clerk explained an issue with PAYE not reimbursed to WPC, Payroll Solutions are investigating as the tax agent for WPC. Clerk to report to council. If WPC has no HMRC reimbursement by the end of March PAYE to be paid to the clerk without further delays. **resolved.**

### **26:27 Parish member Vacancy (All)**

26.27.01 Discussion took place regarding the requirement to fill the member vacancy. A member of the public attending will confirm their intention to become a member in May.

### **26:28 Correspondence (Clerk)**

26.28.01 Community governance review is ongoing, members were encouraged to participate by completing the short questionnaire already circulated. Discussion took place regarding the number of Cllrs within the parish.

26.28.02 A library service consultation is ongoing, members are encouraged to complete a questionnaire available online.

### **26:29 Planning:**

26.29.01 West House Ogle 25/04524/FUL **GRANTED**

26.29.02 West House Cottage 26/00420/FUL - Discussion took place, no comment.

26.29.03 Broadlaw Shilvington - discussion took place, clerk confirmed C3 planning status. Building conversion. No comment. Closing 20th March.

### **26:30 Proposed sale of village registered asset (All)**

26.30.01 Clerk confirmed the village pub (Berresford Arms) is a

registered community asset. Extensive discussion took place regarding possible outcomes if sold / not sold. WPC awaiting update.

**26:31 Parish Maintenance Schedule:** (Discussion all)

26.31.01 Whalton has 2 grit bins, only one of which was maintained by NCC. Clerk obtained the precise location from Cllr Storey and will pass the information to NCC to update their fix my street map online.

26.31.02 Discussion took place regarding possible interactions with younger persons relating to various suggested community 'tasks'. Council resolved to encourage the participation of school children & their guardians when completing parish wide community tasks.

**26:32 Council Website & secure email** (All)

26.32.01 Clerk confirmed the new secure email is active. Cllrs were provided with their own email address and temp passwords. Members to complete the change to secure email before 11/03/26. Note: email package contains x3 alias accounts:-

[whaltonlocalplan@whaltonparishcouncil.gov.uk](mailto:whaltonlocalplan@whaltonparishcouncil.gov.uk)

[vacancy@whaltonparishcouncil.gov.uk](mailto:vacancy@whaltonparishcouncil.gov.uk)

[complaints@whaltonparishcouncil.gov.uk](mailto:complaints@whaltonparishcouncil.gov.uk)

These accounts are monitored by the clerk.

26.32.02 The new website will be published 11/03/26 with the older site provided by NALC discontinued 31/03/26.

**26:33 Dedicated council mobile handset & phone number**

26.33.01 Clerk highlighted the need for a parish clerk to have a dedicated phone handset and WPC number. Current arrangements rely upon the clerk using their own personal mobile phone for all council business. WPC **resolved** to purchase a reconditioned handset and a suitable limited SIM. Clerk to action.

**26:34 Policy Documentation**

26.34.01 Council to adopt the IT & email policy drafted by the clerk.

**Resolved.**

**26:35 Date of next meeting(s):**

26.35.01 **Wednesday 6th May 7:00pm for parishioners annual meeting, to be followed at 7:30pm by the WPC annual meeting at Whalton village hall.**

Meeting closed at 9:10pm

**Signed**.....(Chairman)

**Date**.....

