

# WHITTINGHAM, CALLALY & PARISH COUNCIL

Clerk: Sarah Trushell

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## MINUTES FOR THE PARISH COUNCIL ORDINARY MEETING

Tuesday 18th March 2025, 7pm at Whittingham Memorial Institute Hall

**Chair:** Cllr Brian Wood  
**Present:** Cllrs Andrew Whincup (Vice Chair), Karen Armstrong, David Bateson, Jonathan Clark, Elidh Gardiner, James Renner, Andrew Young  
**Clerk:** Sarah Trushell  
**Attendees:** 2 members of the public

### 25/25 Introduction of New Parish Clerk / RFO

Mrs Sarah Trushell was introduced as the new Parish Clerk and Responsible Financial Officer for the Parish Council. The terms and conditions of employment follows NALC's model contract.

### 26/25 Apologies for absence:

Cllrs Richard Bateson, Stu Gray, Kate Turvey

### Declaration of interests

Cllr Whincup 29/25

Cllr Clark 32/25 (25/00405/LBC)

### 27/25 Minutes of last meeting:

It was RESOLVED to amend the public participation item to anonymise participants, and to amend 15/25(ii) to state draft standing orders.

With this amendment, the minutes are agreed and accepted as a true record of the meeting.

### 28/25 Public Participation:

Participants spoke on agenda item 29/25 (ii)

### 29/25 Matters arising from minutes of last meeting

#### I. Path Along Riverside

It was noted that the stone should be dropped next month, payment is yet to be made.

#### II. Revised Standing Orders

Due to the appointment of the new Clerk, this agenda item is deferred until the next meeting. The Clerk will present a reconsidered draft.

### 30/25 Neighbourhood Plan

It was RESOLVED to create a new steering group, headed by Cllrs Bateson, Gardiner and Whincup.

*[Members of the public left the meeting after this item]*

### 31/25 Highways Matters

#### I. Restoration of Historic Signs

Cllr Wood will contact a neighbouring parish regarding their signs for advice. The Clerk will investigate costings.

**32/25**

**Planning Applications**

- I. **25/00828/BT**  
The Clerk will contact NCC and BT to advise that the phone box belongs to the Parish Council
- II. **25/00405/LBC**  
Cllr Clark left the room for this agenda item  
It was RESOLVED to SUPPORT this application.  
Cllr Clark rejoined the meeting

**33/25**

**Finance**

- I. **Monthly Finance Report**  
The report was distributed to all Cllrs prior to the meeting and will be available on the Parish Council website.
- II. **Payments to be Approved**  
No new invoices were received
- III. **Clerk Salary**  
The additional pay was retrospectively approved.

**34/25**

**Correspondence**

Correspondence received was noted.

**35/25**

**Any General Matters**

The clerk advised the Parish Council that all Neighbourhood Plan mailing lists held by previous members of the steering group must be deleted and not used for any other purpose.

**36/25**

**Time and Date of Next Meeting**

Tuesday 15<sup>th</sup> April, 7pm, Whittingham Memorial Hall