



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 17th June 2025 at 7pm** at **Whittingham Memorial Hall**, for the purpose of transacting the following business.

Members of the public and press are invited to attend.

AGENDA FOR THE PARISH COUNCIL ORDINARY MEETING

- 63/25 Apologies for absence** To receive and approve any apologies for absence.
- 64/25 Declaration of interests.** Members to declare any disclosable pecuniary interests, other registerable interests, or non-registerable interests in items on the agenda.
- 65/25 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.
- 66/25 Minutes of the Meeting of 20th May 2025** To consider approval or amendment of the minutes as a true record.
- 67/25 Neighbourhood Plan** To approve the establishment of a Neighbourhood Plan Steering Group as an informal Working Group of Whittingham, Callaly & Alnham Parish Council, and to adopt the proposed Terms of Reference for the Group.
- 68/25 Communication Received**
- a) Donation Offer and Proposed Purchase of Benches** To consider the offer of a donation from a resident towards new seating in the village.
- 69/25 Community Matters.**
- a) Path along Riverside** To receive an update and consider any actions if required.
- b) Cast Iron Road Signs** To receive an update and consider any actions if required.
- c) Bus Shelter** To receive an update and consider any actions if required.
- d) Litter Picking Group** To consider a formal expression of support to ensure the group is covered by the Parish Council's insurance.
- e) Litter Bins** To consider requests to relocate bins in Whittingham village and any implications for servicing.
- 70/25 Parish Council Administration Matters**
- a) Parish Wide Communication** To discuss the test system set up, decide if it is approved for public use or if an alternative method is necessary.
- b) Potential other meeting locations
- 71/25 Governance Documents**
- a) Standing Orders** To review and adopt revised Standing Orders



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b) Financial Regulations To review and adopt revised Financial Regulations

c) Complaints Policy To adopt an updated Complaints Policy

d) Reserves Policy To consider and adopt a Reserves Policy outlining the purpose and management of earmarked and general reserves

e) Risk Register To consider and adopt a Risk Register outlining the Council's assessment and management of operational and financial risks.

f) Biodiversity Plan To consider and adopt a Biodiversity Plan

72/25

Financial Matters:

a) Transaction Report To receive and approve the report of financial transactions

b) Bank Reconciliation To receive and approve the bank reconciliation to 16/06/2025

c) Payments for Authorisation To consider and approve the schedule of payments for authorisation

d) AGAR To receive an update on the AGAR process and approve any sections ready for signature, including the exemption certificate, Annual Governance Statement, Accounting Statements, and arrangements for the exercise of public rights.

73/25

Items for Information or Future Agenda To receive items for information only and to note any matters to be included on future agendas

74/25

Date of next and future meetings To confirm the date of the next meeting and agree a schedule of future meetings