



# WHITTINGHAM, CALLALY & ALNHAM PARISH COUNCIL

<https://northumberlandparishes.uk/whittingham>

Clerk: Sarah Trushell | [whittinghampc29@gmail.com](mailto: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 16th September 2025, 7:00pm at the Whittingham Memorial Institute Hall.

### Present:

**Councillors:** Andrew Whincup (Chairman), Karen Armstrong, David Bateson, Neil Blackshaw, Jonathan Clark, Toni Marsden, Brian Wood

**Clerk:** Mrs Sarah Trushell

**Members of the Public:** 2

### 86/25 Apologies for absence

Apologies were received from Cllrs Bolton, Bradley, Gardiner, Gray and Renner.

### 87/25 Declaration of interests.

92/25 (a) (d) (f) - Cllr Whincup.

### 88/25 Public Participation

No members of the public spoke at the meeting.

### 89/25 Minutes of the Meeting of 15th July 2025

The minutes of the meeting held on 15 July 2025 were unanimously agreed as a true record. The Chair signed the minutes.

### 90/25 Matters Arising

No matters were raised

### 91/25 Communication Received

#### a) Northumberland Call for Sites 2025

This was noted

#### b) Speeding in the Parish

This is an ongoing issue in the Parish; a speed survey will be requested.

### 92/25 Community Matters.

#### a) Path along Riverside

It was RESOLVED to pay the contractor and buy the stone as a Parish Council and complete the job. Advice will be sought on the correct surface material.

#### b) Cast Iron Road Signs

Update deferred to the next meeting.

#### c) Bus Shelter

Update deferred to the next meeting.

#### d) Benches

Cllrs Bolton and Gardiner have been painting benches.

#### e) Litter Bins

Signed as a true record of the meeting \_\_\_\_\_ on Date \_\_\_\_\_



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Cllrs Bateson and Whincup will flatten the ground and lay the slab. The Clerk will purchase the agreed bin.

## **f) Phone Box**

Cllr Blackshaw presented a report on options for the phone box. It was agreed to first make the phone box safe and clean and then decide on its future purpose.

## **93/25 Parish Council Administration Matters**

### **a) Neighbourhood Plan**

An invite to join the steering group has been published in the Vale news. The first meeting will take place on the 11<sup>th</sup> of October.

### **b) Local Transport Plan**

It was agreed that Cllrs will submit suggestions to the Clerk via email.

## **94/25 Governance Documents**

### **a) Biodiversity Plan**

This was deferred to the next meeting.

### **b) Press and Media Policy**

It was AGREED to adopt this policy.

## **95/25 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 September 2025 was approved.

### **c) Payments for Authorisation**

The following payments were APPROVED:

£5219.16 Callaly and Whittingham Election charges [to note, the Clerk is to query the cost for the stage]

£56 EasyPC

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.

## **96/25 Items for Information or Future Agenda**

No items were raised.

## **97/25 Date of next and future meetings (all start at 7pm unless stated otherwise)**

21 October 2025

18 November 2025

No meeting in December 2025

Signed as a true record of the meeting \_\_\_\_\_ on Date \_\_\_\_\_