



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 18th November 2025, 7:00pm at the Whittingham Memorial Institute Hall.

Present:

Councillors: Andrew Whincup (Chairman), Karen Armstrong, David Bateson, Neil Blackshaw, Paul Bradley, Jonathan Clark, Elidh Gardiner, Stuart Gray, Toni Marsden, James Renner

111/25 Apologies for absence

Cllrs Bolton and Wood

112/25 Declaration of interests.

No declarations of interest were raised.

113/25 Public Participation

No members of the public attended

114/25 Minutes of the Meeting of 16th September 2025

The Council approved the minutes of the September meeting subject to an amendment to item 92/25(a)

Minutes of the Meeting of 21st October 2025

The Council approved the minutes of the October meeting subject to amendments to items 100/25 and 104/25(a)

During consideration of item 104/25(a), the Chair declared an interest and left the meeting. The Vice Chair chaired the discussion. The Council debated whether further changes were required to the wording of the minute. Following a vote, the Council agreed to retain the substance of the recorded minute.

115/25 Matters Arising

A697 Junction Road Safety: The Clerk confirmed that the letter to NCC has been sent and a response is awaited. Members discussed the need to collect examples of traffic issues when the hotel reopens and agreed that a spreadsheet will be created to record these.

116/25 Community Matters.

a) Cast Iron Road Signs

Cllr Gardiner will write to restoration specialists for advice and quotations. It was noted that some councils arrange similar restoration work themselves.

b) Bus Shelter

Cllr Gardiner provided a quote for refurbishment and replacement options to the Grant provider. A local landowner is making enquiries with the Land Registry to confirm ownership of the land, and the Council will await the outcome of those enquiries

c) Wooden Bridge over the Aln

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



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Ownership of the bridge was discussed. The Clerk is to contact NCC to request any available information or guidance on ownership and long-term management responsibilities.

d) Benches

Cllr Gardiner reported that Cllr Bolton is building the replacement bench. Installation will take place when weather conditions improve, likely in spring. The correct fixing kit will be used once the base is prepared.

e) Phone Box

Work is ongoing. Plans include fitting internal shelving and repainting the structure.

f) Biodiversity-Aligned Grounds Maintenance

Members noted that the Parish Council owns the northern side of the greens and currently pays for grass cutting carried out by NCC. Members discussed moving towards a more biodiversity-aligned approach to maintaining the greens. Community consultation will be undertaken before any changes are introduced.

g) Speeding in the Parish

Members discussed the ongoing issues with speeding at the four entrances to the village. Depending on the outcomes of further enquiries, speed watch training may be considered.

h) Christmas Trees and Lights

A 10ft tree will be sourced and donated by Eslington Estate. It will be sited on the green. A new pipe will be installed to hold the tree, which will be covered the rest of the year. The tree will be installed late November to be ready for 1 December.

i) Bonfire Concern

Cllr Whincup reported that the Environment Agency had advised the matter should be directed to NCC Environmental Health. It was agreed that a formal letter will be prepared and sent with the relevant evidence.

117/25 Parish Council Administration Matters

a) Neighbourhood Plan

Cllr Bradley has contacted the residents who expressed interest in joining the Steering Group. Sarah Brannigan will be invited to attend a future meeting to provide an overview of the process.

b) Community Governance Review

The survey was completed.

118/25 Governance Documents

a) Biodiversity Plan

Cllr Whincup will prepare a draft Biodiversity Plan. the Clerk will circulate a template to members for reference.

119/25 Financial Matters:

a) Transaction Report

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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 18 November 2025 was approved.

c) Payments for Authorisation

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.

d) 2025/2026 Budget

The proposed budget for 2025/2026 was reviewed and approved.

It was noted that subsequent to the meeting further financial information had come to light which materially affects the budget. The budget and precept will therefore be reviewed again at the January meeting.

120/25 Items for Information or Future Agenda

Holiday lets in the Parish

121/25 Date of next and future meetings (all start at 7pm unless stated otherwise)

20th January 2026

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