

PLENMELLER WITH WHITFIELD PARISH COUNCIL

Meeting Monday 9th February 2026 - Approved Minutes

Present: Cllr O Norris, Cllr A Johnston, Cllr J Johnston, Cllr A Dale, Cllr V Harmer, Cllr J Cousin.

Cllr R Mathieson – County Councillor

Clerk - Mrs Susan Saunders.

01/26 Apologies for Absence – Cllr J Blackett-Ord (Other commitment)

Cllr A Johnson acted as chair.

Proposed Cllr A Dale Seconded Cllr O Norris AGREED

02/26 Declarations of Interest

Cllr V Harmer declared an interest in any Plenmeller matters that may be raised.

03/26 Public Questions

None Received.

04/26 Minutes of Previous Meeting

Minutes of the meeting held on Monday 18th November 2025 were approved as a true record.

Proposed Cllr J Johnston Seconded Cllr A Dale AGREED

05/26 Matters Arising

No Matters were raised.

06/26 Correspondence Received – Noted.

Cllr Mathieson was asked the following:

- To let the parish know when the new bin regime is to begin for this area.
- To report back from the community resilience forum.
- Updates on the 685 bus through Haltwhistle. Cllr Mathieson reported that the service is to be brought under NCC control and there may be a half hour service put in place. She will keep the council updated.

07/26 Northumberland County Council (NCC)

07/26.01 Report from Cllr Mathieson –

The Tynedale Community Partnership is to hold a meeting in Haltwhistle on 31st March, in the library. Councillors and residents are able to attend as it is an opportunity to speak with county councillors. Items that may be considered on the agenda so far are libraries and the first school building. Councillors are encouraged to put forward any other agenda items and to attend if they can do so.

07/26.02 Town & Parish Council invite – Thursday 5th March 2026. The clerk may attend.

07/26.03 NCC design code consultation – no suggestions to put forward.

07/26.04 Haltwhistle & West Tyne representation on NALC County Committee-no volunteer.

07/26.05 Community Governance Review – Stage 1. Comments already submitted stand.

07/26.06 River Erosion on A686 at Whitfield – This has been reported to NCC who are closely monitoring it.

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08/26 Administration

08/26.01 Risk Assessment – It was agreed to purchase an external hard drive for back ups. It was agreed to include the name and business details of the current internal auditor on the risk assessment. With the above amendments the risk assessments were approved.

Proposed Cllr V Harmer Seconded Cllr J Johnston AGREED

08/26.02 IT Policy – As part of the review of the policy a data audit was undertaken. The following was noted:

- Parish work is carried out on clerk's personal computer. Back up onto a memory stick and Google Drive regularly undertaken. It was agreed to purchase a proper external hard drive and encrypting it.
- The only personal data the council stores is the clerk's. The electoral role is sent to the clerk at election time. It is deleted when no longer required. If it was required at a later stage, NCC can be asked for a copy.
- Passwords are stored in sealed envelope in the event of clerk being indisposed.
- Any emails from residents are deleted after use. Should they be forwarded to members, any personal data would be redacted.

The IT policy was adopted and the data audit accepted.

Proposed Cllr J Cousin Seconded Cllr A Johnston AGREED

09/26 Planning Applications

For Determination:

25/04630/LBC – Whitewalls – replacement of double glazed windows in extension. No objection submitted to approve.
26/00299/LBC – Whitewalls – to replace front door. No Objection agreed.

Proposed Cllr A Dale Seconded Cllr J Cousin AGREED

10/26 Haltwhistle & District Joint Burial Committee

The budget and levy figure requested for 2026-2027 was approved. The amount is £1621.38. It was agreed to set up the May payment of £810.69 t in advance of 1st May when it is due.

Proposed Cllr J Johnston Seconded Cllr J Cousin AGREED

Cllr Dale reported that the support grave digger has had hours reduced by half. This is due to a change in the grave digging process. The spoil, which was taken to the compound and brought back again after the burial, will be placed on the graveside in a box and covered in fake grass for appearances. This will be under trial in order that the time saving can be measured and any difficulties can be evaluated.

The ownership of the land at the two cemeteries has been clarified and is in the process of being transferred to the ownership of the Town Council, as agreed under the constitution.

Members would like more regular access to accounts and minutes.

11/26 Hugofox Website Provider – The clerk is to undertake training in the morning and will then begin the process of creating the website. The '.gov.uk' email has been registered but is not active as yet.

12/26 Grants to Consider

12/26.01 Great North Air Ambulance - £80
12/26.02 Other requests received – no other requests.

Proposed Cllr A Johnston Seconded Cllr J Cousin AGREED

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13/26 Reports on Financial Matters

13/26.01 Income & Expenditure as at 31st January 2026 - noted

13/26.02 Payments of £635.59 were approved with the addition of the Parish Hall and the Air Ambulance.

Mrs S M Saunders	451.75	6 month salary
Mrs S M Saunders	45.20	HA & travel
Mrs S M Saunders	18.64	Printer Ink & paper share
GNAA	80.00	Donation
Whitfield Parish Hall	40.00	Room Rental

Proposed Cllr J Cousin

Seconded Cllr A Johnston

AGREED

13/26.03 Digital AGAR Trial – to approve taking the trial. Members agreed to the trial.

Proposed Cllr J Johnston

Seconded Cllr J Cousin

AGREED

14/26 Annual Parish Meeting

It was agreed that the chair would call the Annual Parish Meeting.

15/26 Dates and Times of Next Meetings

Council Meeting: Monday 11th May 2026, Whitfield Village Hall. Following the APM at 7.00pm.

Other meetings were agreed as follows:

Monday 10th August

Monday 9th November

Monday 8th February 2027

The meeting closed at 7.45pm.