



Northumberland Association
of Local Councils

MINUTES OF THE ANNUAL GENERAL MEETING
Held at 10.00am on Saturday 15th November 2025
County hall, Morpeth. Northumberland NE61 2EF.

Present:

Mr D Woodard (President in the Chair), Cllr David Francis (Chair of the County Committee),
and representatives of 15 Member Councils.
Graeme Popay (Chief Officer)

1: Welcome and apologies for absence

The President welcomed all to the meeting.

Apologies were given from 7 members including Vice President Cllr Alex Wallace

Apologies were also received from:

- Kim Guinness Mayor NorthEast Combined Authority
- County Cllr Glen Sanderson
- Dr H Patterson COE NCC
- County Cllr Alan Smith
- County Cllr Liz Dunn

2: Minutes of the 2024 AGM

The minutes of the 2024 AGM had been previously approved at the County Committee meeting on 25th January 2025

3: Matters arising

None

4: Annual Report and Accounts 2024 - 2025

The Chair Cllr Francis opened his report with thanks to the previous Chair John Potts who had to stand down mid-term after losing his seat at the May 2025 elections. Cllr Francis reflected on the past 12 months highlighting the work detailed in the Annual Report of Northumberland Association of Local Councils (NALC). He thanked members for their attendance at the County Committee meetings and welcomed new members.

Cllr Francis talked about the benefits of membership of NALC both nationally and locally in Northumberland, including training, legal advice and the wealth of information, templates, policies and documentation on the national website to support the work of our Parish and Town Councils.

Cllr Francis thanked the County Council for its continued support by providing a free meeting space at County Hall and for the training given ahead of the elections by democratic service. He thanked Andy Dean and the officers at CAN for their continued support.

The report was approved. [A copy is attached to the minutes]

4.1 The Accounts for 2024-2025

Cllr Francis in the absence of the Honorary Treasurer who stood down earlier in the year due to ill health, presented the accounts for 2024 -2025 (as shown in the Annual Report) He thanked Margaret Tweddell for her continued hard work in keeping and presenting the financial information in such good order and welcomed Gillian Turner as our new auditor. The Honorary Treasurer invited questions from members, there were none.

5: Finance – County membership fee for 2026-27

On the recommendation of the County Committee, the Meeting resolved that this Association had a zero increase to the County portion of the membership fee. The National affiliation fees for 2026/27 is 8.6 pence per elector (capped at £2,216 for the largest councils),

All agreed

6: Honorary Officers

The following were elected as the Honorary Officers:

President – David Woodard

Vice Presidents – David Francis Mike Wood and Alex Wallace

Treasurer – Vacant

Auditor – Gillian Turner

7: Membership of the County Committee

Following the local elections in May 2025 we have seen a big change in representatives to the County Committee, it was agreed, that all members would remain on the committee until the next local elections in 2029 or until replaced locally.

Noted

8: The County Constitution

The revised County Constitution was tabled, it had been previously circulated and discussed at the January County Committee meeting. The meeting agreed to adopt the revised constitution.

8: Any other urgent business

The Guest speaker had failed to arrive, Cllr Francis invited the members to suggest future topics for the County Committee to discuss, the following items were agreed:

- What services and SLA's do Parish and Town Councils obtain from NCC and how this information could be made available to all Parish Councils in the County
- Responsibilities of a County Committee member to the Councils in their area – for example reporting back following a NALC meeting and bringing topics suggested by Parish Councils to the County Committee.
- Mandatory training for Councillors and how that could be delivered
- Removing Councillors addresses from DPI paperwork and why this information can still be found on NCC website for Councillors serving prior to May 2205

The meeting closed at 11:45am