

PLENMELLER WITH WHITFIELD PARISH COUNCIL

Meeting 18th November 2025

Approved Minutes

Present 7.00pm	Cllr J Blackett-Ord Cllr O Norris Cllr A Johnston	Cllr J Johnston Cllr A Dale Cllr V Harmer	Cllr R Mathieson – County Councillor Clerk - Mrs Susan Saunders
48/25	Apologies for absence. Cllr J Cousin – prior engagement		
49/25	Declarations of Interest Cllr V Harmer declared an interest in any Plenmeller matters that may be raised. Cllr Blackett-Ord declared an interest in any Whitfield matters that may be raised.		
50/25	Public Questions - No questions.		
51/25	Minutes of the meetings to be approved held on: Monday 11 th August 2025 – the minutes were approved as a true record. Proposed Cllr J Johnston Seconded Cllr V Harmer AGREED		
52/25	Matters arising from previous Minutes - No matters		
53/25	Policy Review Standing Orders & Financial Regulations It was agreed no changes were required in the standing orders. For the financial regulations, section 2.6, it was agreed to amend this to 'a different member each quarter should sign the bank reconciliation against the bank statement'. All councillors are signatories on the account so, the original instruction is invalid. Members also agreed that the policies should be reviewed in the May meeting from next year. Proposed Cllr J Blackett-Ord Seconded Cllr O Norris AGREED		
54/25	Correspondence received since the last council meeting - noted		
55/25	Northumberland County Council (NCC) 55/25.01 Cllr Mathieson is continuing to address the signage on Cupola Bridge. Cllr Mathieson reported that she is on various committees which include: FACS (Family and Children Services), Tynedale Community Partnership and the West Planning Committee. 55/25.02 Bus Route 889 – The new timetables have been printed and placed in notice boards. However, the 889 route has been cancelled by NCC. The clerk reported that Cumbria are to run a bus from Alston to Hexham which will pass through Whitfield. Once the details are known they will be included on the noticeboard. 55/25.03 Community Governance Survey – Members agreed responses and the clerk will submit them.		
56/25	Planning Applications <i>No Plans</i>		
57/25	NorthumberlandALC HugoFox are in the process of creating the domain name. The clerk reported that the website must be built from scratch. The original email from NorthumberlandALC was a little misleading as it stated the documents would be transferred over. HugoFox offer this service for £199 plus VAT. Members asked if the clerk would manage to undertake this task and record the overtime taken for payment. Proposed Cllr A Johnston Seconded Cllr O Norris AGREED		
58/25	Haltwhistle & District Burial Committee (JBC) The budget levy requested is a 20% increase on last year. This results in £267.24 increase taking the amount to £1603.48 – nearly half the precept. Members were very concerned about this and questioned the expenses in the JBC accounts – especially the amount to be paid to contractors. The contractor's budget has increased by £7127 in the first 6 months with a forecast of another £7973 to the year end. Before agreeing to the budget, the members would like more information on what these costs are for. Members feel that the finances of the burial committee are not being managed efficiently and as such, would like some assurances that they will make the effort to reduce the costs in the future. This is resident's money they are spending as the council tax will need to be increased by the parish to cover the costs. It was agreed to defer the precept decision until more information is received. It was agreed the clerk could email members for their decision and report back to the JBC once agreement has been reached.		

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59/25	<p>Reports on Financial and Administration Matters</p> <p>59/25.01 Income & Expenditure as at 31st October 2025</p> <p>59/25.02 Bank Reconciliation as at 31st October 2025</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 15%;">Appendix 3</td> <td style="width: 45%;">Plenmeller with Whitfield</td> <td style="width: 20%;">59/25.02</td> <td style="width: 20%;"></td> </tr> <tr> <td>Bank Reconciliation</td> <td>For Current Account</td> <td></td> <td></td> </tr> <tr> <td>Bank Balance as at</td> <td style="text-align: center;">31-Oct-25</td> <td></td> <td style="text-align: right; background-color: #fce4d6;">£2,322.39</td> </tr> <tr> <td>Plus</td> <td>o/s Lodgements</td> <td></td> <td></td> </tr> <tr> <td>Less</td> <td>o/s Payments</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black;">£0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">£2,322.39</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Bal b/f 1st April 2025</td> <td style="text-align: right;">£1,523.76</td> <td></td> </tr> <tr> <td></td> <td>Receipts in the year</td> <td style="text-align: right;">£3,330.00</td> <td></td> </tr> <tr> <td></td> <td>Payments in the year</td> <td style="text-align: right;">£2,531.37</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Balance at</td> <td style="text-align: center;">31-Oct-25</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">£2,322.39</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Payments For Approval at 18th November 2025</td> <td></td> <td></td> </tr> </table> <p>No payments to approve.</p> <p>59/25.03 Budget and Precept to agree for 2026-2027</p> <p>The budget was discussed and approved and the precept for next year was set at £3497 a 5% increase. This will have the effect of an increase in a Band D house council tax of £0.74.</p> <p style="text-align: center;">Proposed Cllr A Johnston Seconded Cllr J Johnston AGREED</p>	Appendix 3	Plenmeller with Whitfield	59/25.02		Bank Reconciliation	For Current Account			Bank Balance as at	31-Oct-25		£2,322.39	Plus	o/s Lodgements			Less	o/s Payments						£0.00				£2,322.39						Bal b/f 1st April 2025	£1,523.76			Receipts in the year	£3,330.00			Payments in the year	£2,531.37							Balance at	31-Oct-25	£2,322.39						Payments For Approval at 18th November 2025		
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60/25	<p>SAPPP - The Smaller Authorities Proper Practices Panel is conducting a consultation on how the accounts are prepared for smaller authorities. This is the opportunity for the council to comment on how the share of the burial committee must be shown in the accounts. The council believe this is not the most transparent way of showing its accounts and have instructed the clerk to reply to the consultation. The comments were agreed, and members will also individually complete the consultation.</p> <p style="text-align: center;">Proposed Cllr J Blackett-Ord Seconded Cllr A Johnston AGREED</p>																																																												
61/25	<p>Any Other Business</p> <p>Cllr Norris reported that there was a trailer in the show field that has not been taken away. Cllr Harmer offered to speak to the committee to ask for it to be removed. At the time of the show the field was too wet to drive it off.</p>																																																												
62/25	<p>Dates and times of next meetings:</p> <p>Parish Council Meeting – Monday 9th February 2026 in Whitfield Village Hall commencing at 7.00pm. The meeting concluded at 8.00pm.</p>																																																												

