

Minutes of the meeting of the Council held on Wednesday 10th June 2026

At the Lindisfarne Centre, Alnwick at 6.30pm

Present Councillors G Watson, R Bush, P Broom, Gill Castle, B Chapman, D Coulson, J Garside, M Garside, S Harding, M Harrington, K Hedley, M Swinbank and A Symmonds.

In attendance P Hatley - Town Clerk, J Pibworth – Assistant Town Clerk

C26/21 Questions from the Public

None.

C26/22 Apologies for absence

Councillor Castle, Frost, Hunt, Humphries and Wearn.

C26/23 Declarations of Interest

Councillor Swinbank declared a non-pecuniary interest in County Council matters.

C26/24 Approval of the Minutes of the Last meeting

The minutes of the Full Council meeting held on 14th May 2026 were tabled for approval.

RESOLVED: The minutes of the meeting held on 14th May 2026 were agreed as a true record.

C26/25 Matters Arising

None.

C26/26 Mayor's Report

The Mayor gave an update of the activities undertaken since his last report.

C26/27 Update from County Councillors

Councillor M Swinbank gave updates on:

Lindisfarne Site – works is on-going to install the paths at the site, A site visit had been held to discuss layout including tree planting, seats and bins.

North Alnwick Park – a grant application is being submitted to cover the cost of the planned works.

NCC grass cutting and weed control – vehicle breakdown and vehicle recalls had caused delays in services in Alnwick.

Duke's School site – the site is cleared and preliminary works done. The field is being developed by Winyard Homes (NE) with the main school building being sold separately.

Alnwick Forum – been running for about 8 years and working well. NCC want to combine the Alnwick Forum and Borderlands Board but when needed an on-line meeting will take place to discuss Alnwick issues.

Bus Station – NCC will issues communications shortly updating on the proposed works.

Northumberland Hall / Bailiffgate Museum – works are on track to start in September 2026 with on-going discussions which should hopefully get the project completed on time.

The Cobbles – work due to commence in Autumn 2026.

Shambles toilets – a cubicle is closed in the male toilets and there are issues with the contractor not dealing with issues quickly enough.

Lisburn Street – build out, to improve safety near The Avenue, has now been agreed and works will be done in the 2026/27 financial year.

C26/28 Minutes of the Committees

Minutes of the Governance & Community Engagement Committee Meeting (21st May 2026) were tabled for approval.

RESOLVED: The minutes of the Governance & Community Engagement Committee meeting held on 21st May 2026 were agreed as a true record.

Minutes of the Operations & Assets Committee Meeting (28th May 2026) were tabled for approval.

RESOLVED: The minutes of the Operations & Assets Committee meeting held on 28th May 2026 were agreed as a true record.

C26/29 Financial Matters**a) Payments**

The following invoices had been received and payments are due:

Supplier	Total	VAT Total	Description
Northumbrian Water	£123.75	£0.00	Drainage & sewerage for Cem lodge
Greenfingers Services Ltd	£455.10	£75.85	Grass cutting & maintenance
Greenfingers Services Ltd	£287.70	£47.95	Grass cutting & maintenance
Greenfingers Services Ltd	£192.00	£32.00	Grass cutting & maintenance
Clean That Cottage Ltd	£360.00	£60.00	Mechanics Institute Cleaning
Clean That Cottage Ltd	£360.00	£60.00	Mechanics Institute Cleaning
J Pibworth (Norfolk Herbs)	£153.00	£3.50	Alnwick In Bloom flowers
Viking Office UK Limited	£144.60	£24.11	Office Stationary order
Northumberland County Council	£60.00	£0.00	Overdue Room hire from September -
Northumberland County Council	£411.00	£0.00	June Council Tax for Cem Lodge
Tim Brook Chartered Architect	£1,859.04	£309.84	Cemetery Lodge
Stephen Willcox Builder	£19,530.00	£3,255.00	Cemetery Lodge Building work
Northumberland County Council	£420.00	£70.00	Harley Davidson event - barriers
Northumberland County Council	£100.00	£0.00	Harely Davidson Road Closure - legal
Northumberland County Council	£60.00	£0.00	Room hire 21st & 28th May
Northumberland County Council	£90.00	£0.00	Room hire 9th, 16th, 14th
TrailTale Limited	£180.00	£30.00	TrailTale App yearly subscription
Complete Buisness Supplies LTD	£223.20	£37.20	ADNP print outs
Alnwick District Playhouse	£1,000.00	£0.00	Payment 2 of kids go free
Ian Straughan	£100.00	£0.00	Cemetery Work 1/5/26
Ian Straughan	£260.00	£0.00	Cemetery Work w/c 7/5/26
Ian Straughan	£260.00	£0.00	Cemetery Work w/c 14/05/26
Ian Straughan	£260.00	£0.00	Cemetery Work w/c 21/5/26
Ian Straughan	£260.00	£0.00	Cemetery Work w/c 28/5/26
McGowan Marketing	£60.00	£10.00	Monthly website
Amberol Limited	£2,289.30	£381.55	Town Planters
Bill Grisdale Design	£200.00	£0.00	ADNP work
Davidson & Son	£8.22	£1.37	Play park materiels
Peter Broom	£730.00	£0.00	Cleaning parks
Clean That Cottage Ltd	£360.00	£60.00	Mechanics Institute Cleaning
HospiceCare North Northumberland	£1,500.00	£0.00	General Grant
What A Wonderful World Festival	£1,000.00	£0.00	Event Grant
	£32,296.91	£4,458.37	

The following invoices are paid by direct debits & were reported for information:

Supplier	Total	VAT Total	Description	Payment date
Unity Trust Bank	£13.90	£0.00	Bank Charges	31.05.2026
Yorkshire Power and Gas	£23.68	£1.13	Electricity THC	29.05.2026
Agilico Workplace Technologies	£75.38	£12.56	Telephone Cemetery	29.05.2026
Yorkshire Power and Gas	£21.41	£1.02	Electricity Rob Foun	26.05.2026
BT DD	£154.18	£25.70	Telephone Cemetery	22.05.2026
Lloyds Bank	£6.00	£0.00	Bank Charges	19.05.2026
Yorkshire Power and Gas	£69.47	£3.31	Electricity Cem workshop	18.05.2026
Anglian Water	£30.37	£0.00	Water Rob Fount	18.05.2026
Anglian Water	£328.01	£0.00	Water Ratten Row	18.05.2026
St James's Place UK plc	£113.01	£113.01	Staff pension contribution for S Carr	15.05.2026
Northumberland County Council	£18,197.49	£12.60	Monthly payroll	15.05.2026
Yorkshire Power and Gas	£71.66	£3.41	Electricity Mechanics	12.05.2026
Yorkshire Power and Gas	£221.01	£10.52	Gas supply for Mechanics Institute	11.05.2026
BT DD	£200.15	£33.36	Monthly telephone charges	07.05.2026
Anglian Water	£9.76	£0.00	Water New cemetery tap	07.05.2026
UK Fuels Ltd	£2.40	£0.00	Fuel card	05.05.2026
Barclays Bank DD	£8.50	£0.00	Bank Charges	05.05.2026
Biffa (DD)	£253.87	£42.31	Monthly waste collection	05.05.2026
	£19,800.25	£258.93		

RESOLVED: To approve the payments of £32,296.91 and note the direct debits payments of £19,800.25

b) Bank Reconciliation

The Assistant Town Clerk advised that the May 2026 bank reconciliation, which had been circulated, had been reconciled with the total bank balances standing at £466,407.35.

RESOLVED: To approve the bank reconciliation for May 2026

C26/30 Approval of the Annual Governance and Accounting Return Section 2

The Town Clerk issued a completed copy of Section 2 of the Annual Governance Accounting Return for 2025/26 and explained that this needed to be approved as part of the audit process. The form contains the end of year figures for 2024/25 and 2025/26. He advised that line 9 for the end of year figure for 2024/25 had to be restated as the value of 3 Clive Gardens had been counted twice.

RESOLVED: To approve Section 2 of the Annual Governance and Accounting Return for 2025/26.

C26/31 Budget Carry Forward 2025/26 – 2026/27

The Town Clerk advised that there were underspends in a number of budget lines at the end of 2025/26 which he was recommending being carried forward not 2026/27:

Old Cost Centre	Old Code	Description	£	New Cost Centre	New Code	Description
Cemetery	9	Building Repairs - Planned	£26,000	Operations & Assets Committee	37	Cemetery Building Repairs
Recreation & Amenities	101	Street Furniture Capital	£7,500	Operations & Assets Committee	46	Street Furniture

Old Cost Centre	Old Code	Description	£	New Cost Centre	New Code	Description
Recreation & Amenities	66	Play Areas - New Equipment	£15,000	Operations & Assets Committee	43	Play Areas - New Equipment
Recreation & Amenities	69	Memorials - Capital Works	£47,000	Operations & Assets Committee	47	Memorials
Recreation & Amenities	102	Playzone	£10,000	Operations & Assets Committee	45	Playzone

C26/32 Correspondence

None.

Meeting Closed at 19:37pm