

**Minutes of the meeting of the Governance & Community Engagement Committee
held on 18th June 2026 at the Lindisfarne Centre, Alnwick at 6.30pm**

Present Councillors R Bush, M Harrington, P Broom, A Hunt, B Chapman & S Harding
In attendance P Hatley - Town Clerk, J Pibworth – Assistant Town Clerk, J McWilliams - Finance & Admin Officer, J Coltman – Communications Officer

G26/09 Apologies for absence

Councillors L Wearn, A Symmonds, G Watson, G Castle, S Frost, M Garside & J Garside

G26/10 Declarations of Interest

P Hatley declared a non-pecuniary interest in Planning applications **26/01835/FUL** & **26/01885/LBC**.

J Pibworth declared a non-pecuniary interest in grant application c) – St Michael's Church Christmas Tree Festival.

S Harding declared a non-pecuniary interest in planning application **26/01864/FUL**.

G26/11 Approval of the minutes of the last meeting

The minutes of the last Governance & Community Engagement Committee meeting on 21st May 2026 were tabled for approval.

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

G26/12 Matters arising not on the agenda

None.

G26/13 Local Transport Priorities 2026-29

The Assistant Town Clerk provided councillors with an overview of the Local Transport Priorities (LTP) programme and explained that it enables Town and Parish Councils to identify highways related improvements for consideration by Northumberland County Council. Councillors were advised that previous successful LTP submissions had included the Alnwick Cobbles improvement scheme and the zebra crossing outside the Co-op.

It was noted that Northumberland County Council has introduced a revised three-year submission process for the 2026–2029 period. Under the new arrangements, councils may submit up to three priority schemes over the three-year period, replacing the previous annual submission process. The change is intended to allow Northumberland County Council to better manage and deliver projects across the county.

The Assistant Town Clerk circulated the Town Council's current Local Transport Priorities for the 2026–2029 programme, comprising:

- A footway link to the bus stop on Weavers Way, to be delivered by the housing developer as part of planning obligations.
- Town centre accessibility improvements.
- Traffic calming measures for Clayport Bank, Alnmouth Road, Willowburn Avenue and South Road, noting that Taylor Drive is currently Northumberland County Council's priority for traffic calming investigations.

G26/14 Internal Audit Report

The Town Clerk advised councillors that the Internal Audit for the 2025/26 financial year had been completed by the Council's newly appointed Internal Auditor. It was noted that the audit had reviewed progress against the recommendations from the previous year's audit, examined the Council's financial systems and controls for the current year, and made

a number of recommendations to further strengthen governance and assurance arrangements.

The Town Clerk recommended that councillors accept the first four audit recommendations for implementation, with further consideration to be given to the practicality of recommendation five relating to the migration of the Asset Register to the Scribe database.

RESOLVED: To accept and implement recommendations one to four of the Internal Audit Report and to give further consideration to recommendation five.

G26/15 Grant Applications

The Assistant Town Clerk Advised that there were two general grant applications and one event grant application which councillors considered:

- a) Cyrus Pattinson Boxing – a grant was awarded for £1,000.
- b) Escape Family Support - a grant was awarded for £1,000 and it was agreed that we would ask for feedback later down the line to ask to see how the money was used.

J Pibworth left the meeting.

- c) St Michael's Church Christmas Tree Festival - a grant was awarded for £1,000.

J Pibworth rejoined the meeting.

J Coltman left the meeting at 7:10pm.

G26/16 Northumberland Local Plan – Scoping Consultation

The Town Clerk advised councillors that Northumberland County Council has commenced the scoping stage of preparing a new Local Plan, which will establish planning policies and guide development across the county in the coming years. It was noted that the process is similar to the recent preparation of the Alnwick & Denwick Neighbourhood Plan, albeit on a county-wide scale.

Councillors were informed that the Town Council would have the opportunity to submit formal comments as the consultation progresses, and that the purpose of the report was to make councillors aware of the consultation and the forthcoming opportunity to contribute to the development of the new Local Plan.

G26/17 Planning

A) Outcomes

26/01156/FUL 25 Upper Howick Street Alnwick NE66 1UZ Construction of box dormer to rear roof elevation and replacement windows - **REFUSED**.

26/01019/LBC Butterworth Dental Practice 17 Bondgate Without Alnwick NE66 1PR Listed Building Consent for repair and conservation works to existing building fabric - **GRANTED**.

26/01338/FUL 1 Sawmill Industrial Estate Alnwick NE66 2QW
Change of use from Use Class E to Use Class B8 (retrospective) – **GRANTED..**

25/04614/PRUTPO 6 Allerburn Lea Alnwick NE66 2NJ Tree Preservation Order Application: T1 Laurel - Remove 3 branches of approx 4-5 inches diameter and smaller branches up to a height of 6m and 3m wide of the boundary, T2 Laurel - removal of branches up to a height of 6m and 3m wide of the boundary, T3 Laurel - removal of branches up to a height of 6m and 3m wide of the boundary - **PERMITTED**

26/01493/FUL 38 Alwynside Alnwick NE66 1DL Single storey side extension and internal alterations - **GRANTED**.

B) Planning applications for consideration

26/01687/VARYCO Former Alnwick The Dukes Middle School The Dunterns Alnwick NE66 1AJ - Variation of Condition 2 (Approved Plans), 29 (Permeable Paving), 30 (Permitted Development Rights - Permeable Paving) and 31 (Foul Drainage) on approved application 24/03628/FUL in order to refinement of the drainage strategy to provide a more comprehensive and simplified drainage solution, including integrating the approved landscape strategy into this design and layout, updated site layout to protect the boundary tree planting and minor amendments to house-type J elevations – **NO OBJECTIONS.**

26/01688/FUL 7 Ravenslaw Gardens Alnwick Northumberland NE66 2NF - Single storey side extension - **NO OBJECTIONS.**

26/01647/LBC 3 Northumberland Street Alnwick Northumberland NE66 1LT - Listed Building Consent for the Installation of one replacement bathroom window and one French Door to replace window on rear elevation – Alnwick Town council has **NO OBJECTIONS** and supports the comments made by the conservation officer.

P Hately left the meeting.

26/01835/FUL Land North East Of The Stables Greensfield Farm Alnwick - New single storey detached house with detached garage - Alnwick Town Council **OBJECT** to this application and agree with Conservation that adding a further ancillary domestic building to a site with at least four listed buildings / structures, and which would be highly visible on the northern approach to a traditional farmstead, would result in harm to the setting.

The following Alnwick & Denwick Neighbourhood Plan policies need to be considered:

- HD1 Protecting Landscape Setting
- HD3 Protecting Non-Designated Heritage Assets
- HD5 Design in the Wider Town

P Hately rejoined the meeting.

26/01851/OUT West Acre House West Acres Alnwick NE66 2QA - Outline permission (some matters reserved) for the erection of self build 3 bedroom 1.5 storey dwelling house. Alnwick Town Council has **NO OBJECTIONS** but asks that neighbours comments be taken into consideration.

26/01864/FUL Northumbria Police Alnwick Police Station Prudhoe Street Alnwick NE66 1UJ - Proposed replacement of 12no. windows - **NO OBJECTIONS.**

26/01917/FUL 8 Lisburn Street Alnwick NE66 1UR - Interior alterations, loft conversion, new rooflights and replacement of rear windows - **NO OBJECTIONS.**

26/01918/LBC 8 Lisburn Street Alnwick NE66 1UR - Listed Building Consent for interior alterations, loft conversion, new rooflights and replacement of rear windows - **NO OBJECTIONS.**

26/01980/FUL 33 And 35 Green Batt Alnwick NE66 1TU - Replacement timber windows - **NO OBJECTIONS.**

26/01944/FUL 22 Robson Crescent Peters Mill Alnwick NE66 2FN - Installation of air source heat pump to rear (south) facing elevation of dwelling - **NO OBJECTIONS.**

P Hately left the meeting.

26/01885/LBC Freelands Alnmouth Road Alnwick NE66 2PR - Listed Building Consent for removal of sand and cement render at rear to expose sandstone underneath making good damaged stone work and repointing - **NO OBJECTIONS.**

Meeting closed at 8:03pm