

**Minutes of the meeting of the Governance & Community Engagement Committee  
held on 16<sup>th</sup> July 2026 at the Lindisfarne Centre, Alnwick at 6.30pm**

**Present** Councillors L Wearn, G Watson, R Bush, Gill Castle, M Harrington, P Broom, A Hunt & S Harding

**In attendance** P Hatley - Town Clerk, J Pibworth – Assistant Town Clerk, J McWilliams - Finance & Admin Officer, J Coltman – Communications Officer, Peter Reed & Alan Waton – Alnwick Civic Society

**G26/18 Apologies for absence**

Councillors A Symmonds, S Frost, M Garside & J Garside

**G26/19 Declarations of Interest**

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

R Bush declared a non-pecuniary interest in grant application d) – BOOST

**G26/20 Approval of the minutes of the last meeting**

The minutes of the last Governance & Community Engagement Committee meeting on 18<sup>th</sup> June 2026 were tabled for approval.

**RESOLVED: The minutes of the meeting held on 18<sup>th</sup> June 2026 were agreed as a true record.**

**G26/21 Matters arising not on the agenda**

None.

**G26/22 Heritage at Risk**

Peter Reed, representing the Alnwick Civic Society, addressed councillors and provided an update on the joint work being undertaken with Alnwick Town Council in monitoring and addressing vulnerable heritage assets within the town. He advised that he had been attending Town Council meetings for approximately three years and, during that time, around 100 heritage issues had been identified and resolved, with the current Heritage at Risk Register now comprising approximately 30 properties. It was noted that many issues had been successfully resolved through the Town Council writing to property owners to raise awareness of concerns.

The Assistant Town Clerk updated councillors on the revised Heritage at Risk scoring matrix, explaining that amendments had been made to the colour coding since the previous meeting to place greater emphasis on those buildings having the most significant impact on the town.

Councillors were pleased to note a number of positive developments, including the potential occupation of two of the three vacant Market Place units, subject to survey, and that the former Dickinsons building had now secured a tenant.

Peter Reed also advised councillors of the forthcoming Heritage Open Days, during which a number of historic buildings, including General Lambert's House, would be open to the public. He further noted that the former Lloyds Bank building would not be participating, having been informed that the remaining lease had been surrendered and that the property is expected to be marketed for sale by auction.

## **G26/23 Policy**

The Finance & Administration Officer presented the draft Records Management & Retention Policy, which had been circulated to councillors prior to the meeting. Councillors were advised that the policy formed part of the ongoing programme of reviewing and updating the Town Council's governance policies to ensure they remain current and reflect best practice. The policy was tabled for approval.

**RESOLVED: The Records Management & Retention Policy was approved.**

## **G26/24 Budgetary Control**

The Town Clerk circulated a summary of income and expenditure for the Governance & Community Engagement Committee budgets for the current financial year. Councillors noted the budget position to date, including grant expenditure. It was highlighted that approximately 45% of the Committee's annual grants budget had already been allocated.

## **G26/25 Grant Applications**

Councillors were advised that there were three general grant applications, and one even grant application which councillors considered:

- a) Judo Spirit Academy – no grant was awarded, but it was agreed that we would go back to the applicant and ask if there are specific equipment costs that they could apply for.
- b) Lionheart Radio – An application for £5,000 was considered. It was agreed that the application should be referred to Full Council for consideration with the recommendation from the committee to support the application, with any funding to be considered from the Council Priorities budget rather than the Grants budget.

**RESOLVED: To recommend to Full Council that the grant application from Lionheart Radio be supported.**

- c) Geordie Chapter Harley Davidson Owners Club – a grant of £500 was awarded  
Councillor R Bush left the meeting
- d) BOOST – a grant of £600 was awarded  
Councillor R Bush rejoined the meeting

J Coltman left the meeting at 7:28

## **G26/26 Planning**

### **A) Outcomes**

**26/01593/FUL 11 Draper Close Swordy Park Alnwick Northumberland NE66 1DF**  
Proposed single storey rear kitchen - **GRANTED** permission.

**26/01688/FUL 7 Ravenslaw Gardens Alnwick Northumberland NE66 2NF**  
Proposed Single storey side - **GRANTED** permission.

**26/01495/LBC Tower House Northumberland Street Alnwick Northumberland NE66 1LT** - Application Withdrawn

**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 - **GRANTED**.

### **B) Planning applications for consideration**

**26/02075/LBC 3-5 Market Street Alnwick Northumberland NE66 1SS**

Listed Building Consent for replacement fascia and hanging sign – **NO OBJECTIONS**

**26/02122/ADE 3-5 Market Street Alnwick Northumberland NE66 1SS**

Advertisement Consent for replacement fascia signs and hanging sign – **NO OBJECTIONS**

P Hately left the meeting.

**26/01835/FUL Land North East Of The Stables Greensfield Farm Alnwick Northumberland**

New single storey detached house (As Amended 29.06). – **NO OBJECTIONS**

P Hately rejoined the meeting.

**26/02299/FUL 25 Upper Howick Street Alnwick Northumberland NE66 1UZ**

Construction of box dormer to rear roof elevation – **NO OBJECTIONS** but the Town Council want the Planning Officer to be satisfied that the proposed development is in keeping with the original property and its surroundings and does not have a negative impact on the adjacent properties. The following Alnwick & Denwick Neighbourhood Plan policies need to be considered:

H5 Existing Stock

Extensions to existing dwellings beyond permitted development limits will be supported where:

- The scale and design of the extension complements and respects the scale and design of the original property;
- The extension respects the character of the street scene; and
- The privacy, daylight, sunlight and amenity of adjoining residents is safe guarded

**26/02274/PRUTPO Former Site Of Allerburn House Allerburn House Denwick Lane Alnwick Northumberland**

Tree Preservation Order: Removal of T113 - Ash tree and T120 - Sycamore tree – **NO OBJECTIONS** but the Town Council ask that replacement trees, at least 1.8m high and of similar biodiversity and amenity benefit are planted on the site. If this is not possible then an off-site location can be identified for the replacement trees. The following Alnwick & Denwick Neighbourhood Plan policies need to be considered:

ENV 6 Protecting Trees Proposals affecting ancient trees or trees of good arboricultural and amenity value should be accompanied by a tree survey that establishes the health and longevity of any affected trees and proposals should be designed to retain ancient trees or retain or replace trees of arboricultural and amenity value with equivalent trees.

**26/02355/LBC 2 Denwick Court Bondgate Without Alnwick Northumberland NE66 1PP**

Listed Building Consent: remove internal wall between bathroom and WC and block existing WC doorway to combine rooms into larger bathroom – **NO OBJECTIONS**

**26/02071/ADE Alnwick Retail Park Taylor Drive Alnwick Northumberland**

Advertisement consent for 2 no. Electric Vehicle Charging Dual-Post signs and 1 no. Osprey appendage to existing totem. – **NO OBJECTIONS**

**26/02360/FUL The Coach House Belvedere Terrace Alnwick Northumberland NE66 2NX**

Construction of lean-to front porch – **NO OBJECTIONS**

**26/02361/LBC The Coach House Belvedere Terrace Alnwick Northumberland  
NE66 2NX**

Listed Building Consent for construction of lean-to front porch – **NO OBJECTIONS**

Meeting closed at 7:40pm