ANNUAL PARISH MEETING

For Electors of Alnmouth Parish

Dear Alnmouth Residents

You are invited to attend the Annual Parish (Assembly) Meeting 2026.

Venue: Hindmarsh Hall, Northumberland Street, Alnmouth on Tuesday 14th April at 7.00pm.

Cllr Shaun Whyte will Chair the Meeting

(Chair of Alnmouth Parish Council)

The Parish Meeting may by law discuss all parish affairs and pass resolutions about them although the resolutions may not be binding upon the Parish Council.

The Annual Parish Assembly Meeting is NOT a Parish Council meeting - it is more of an open forum for discussion, questions, and ideas. It does not have the formality of a Parish Council meeting, nor can it make decisions. Where appropriate a VOTE of Alnmouth Electors may be taken on an issue.

The Parish Council is NOT required to act on that vote, but it would be reasonable for it to take it into account at any subsequent Parish Council meeting where the item is being considered.

Items for the Agenda to be submitted to the Clerk before or during the meeting

NOTICE issued by : Jacqueline Brewster, Parish Clerk, Alnmouth Parish Council

Tel No: 07725 817864

The Usual Business Meeting of the Parish Council will commence at 7.01pm

or on the completion of the Parish Meeting – whichever is the later

clerk@alnmouthparishcouncil.org.uk

Chair
Shaun Whyte

Clerk
Jacqueline Brewster

To the Members of Alnmouth Parish Council: 14th April 2026

You are hereby summoned to attend a meeting of Alnmouth Parish Council on 14th April 2026 at 7.00pm at Hindmarsh Hall for the purpose of transacting the following business.

Alnmouth Parish Council may at any time pass a resolution under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 to exclude public and press if the business being discussed is or becomes confidential for any reason. The reason will be stated as part of the resolution.

Jacqueline Brewster

AGENDA

001/26 Apologies

002/26 Disclosure of Interest

003/26 Public Participation

In accordance with Section 3.5 of the Alnmouth Parish Council Standing Orders and the Policy on Public Participation in Parish Council Meetings, members of the public present may address the Council at this point on the agenda. The period of time designated for this item shall not exceed 15 minutes in total and a member of the public shall not speak for more than 4 minutes unless otherwise directed by the Chair. The Council reserves the right to respond or debate any issue on a later date.

004/26 Minutes of the Previous Meeting

To consider approval or amendment of the Minutes of the meeting held on 10th March 2026.

005/26 Finance

a. To APPROVE invoices and expense claims received prior to, or during the meeting (attached).
b. To RECEIVE the monthly finance & SumUp reports (attached).
c. To RECEIVE Q4 VAT Report (attached)
d. To AGREE Asset Register for 2026-27 (attached)
e. To CONSIDER purchase of Lawn Mower

006/26 Standing Item - County Council Matters

a. To RECEIVE a report from County Councillor (attached)

007/26 Standing Item - Northumbria Police Report

a. To RECEIVE a report from Northumbria Police (attached).

008/26 Standing Item - Reports from Working Groups

a. **Village Maintenance -** To RECEIVE an update and agree any actions.
   i. Harbour Wall
   ii. War Memorial
   iii. Toilets
   iv. Bus Shelter
   v. Hobberlaw Planting
   vi. Lovers Wak
   vii. Grit Bin Marine Road
b. **Climate Change -** To RECEIVE an update and agree any actions

009/26 Standing Item – Parish Representation at Meetings

a. To RECEIVE reports from Councillors on any meetings attended since the date of the last Parish Council meeting.

010/26 Street Lighting for Northumberland Street - To RECEIVE an update and agree any actions.

011/26 Peases Park Playground - To RECEIVE an update and agree any actions.

012/26 Church Hill – To RECEIVE an update.

013/26 Planning Matters

a. **Planning Applications –** 26/00955/FUL| Internal alterations, roof and rear extension10 Alnwood Alnmouth Northumberland NE66 3NNExisting Elevations (application attached).
b. **Planning Decisions -** none to report.

014/26 Village First Aid Course – To DISCUSS and AGREE any actions (email circulated in advance).

015/26 Memorial Bench Policy - To DISCUSS the policy and AGREE any amendments (attached).

016/26 Correspondence

a. NCC Feedback – UK Digital Switch Over

017/26 Urgent Business – To CONSIDER any issues of an urgent nature.

018/26 Items for the next Agenda – Items received later than 7 days prior to the next meeting will be included if possible but may be deferred to the following meeting.

Date & Time of Next Meeting:
Annual General Meeting - 12th May 2026, 07:00pm The Hindmarsh Hall, Northumberland St, NE66 2RS
Ordinary Meeting - 12th May 2026, 07:30pm The Hindmarsh Hall, Northumberland St, NE66 2RS.

Future Meeting Dates: 9th June 2026, 14th July 2026, 11th August 2026, 8th September 2026, 13th October 2026, 10th November 2026, 8th December 2026

Alnmouth Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
167	Service of mower	24/02/2026		Current Account	Lawn Mower Servi	Service of Mower	I & K Lawnmower Services	X	348.50		348.50
162	Storage of mower	11/03/2026		Current Account	GT Garage Rent - I	Garage Rent Mower	Alnmouth Parish Council	E	104.00		104.00
165	Contingency for Village Mainter	17/03/2026		Current Account	Viewing Platform E	Viewing Platform Barrels	Shaun Whyte	Z	82.46		82.46
170	Bank Charges	20/03/2026		Current Account	Bank Charges	Bank Charges	Santander Bank	E	9.98		9.98
166	Newsletter	24/03/2026		Current Account	Print Newsletter	Monthly Newsletter	CBS World	Z	60.00		60.00
171	Cllr Training	24/03/2026		Current Account	SW Safeguarding T	Councillor Training	Caroline Friend	X	40.00		40.00
168	Petrol for mower	24/03/2026		Current Account	Petrol Lawnmower	Petrol/Diesel for 2 different mo	Rontect Willowtree	X	26.89		26.89
173	Contingency for Village Mainter	31/03/2026		Current Account	SW/BusShelter Cle	Expenses Shaun Whyte	Profession Cleaning Service	E	10.00		10.00
								Total	**681.83**		**681.83**

Prepared by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Alnmouth Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
2	Website & Email	01/04/2026		Current Account	Scribe Apr26	Scribe Accounting Software	Starboard Systems Ltd	S	31.00	6.20	37.20
7	Xmas Lights Fund	02/04/2026		Current Account	Santas Xmas Grott	Christmas Lights - Equipment	Amazon	S	29.99	6.00	35.99
7	Xmas Lights Fund	02/04/2026		Current Account	Santas Xmas Grott	Christmas Lights - Equipment	Amazon	S	71.66	14.33	85.99
7	Xmas Lights Fund	02/04/2026		Current Account	Santas Xmas Grott	Christmas Lights - Equipment	Amazon	S	9.88	1.98	11.86
8	Xmas Lights Fund	07/04/2026		Current Account	Santas Xmas Grott	Christmas Lights - Equipment	Amazon	S	41.58	8.32	49.90
1	Councillors' Expenses	07/04/2026		Current Account	SSW afeguarding T	Councillor Training	Caroline Friend Training	X	50.00		50.00
3	Website & Email	18/04/2026		Current Account	Ionos Apr26	Website & Email	IONOS Cloud Ltd	S	15.00	3.00	18.00
4	Clerk's Mileage	30/04/2026		Current Account	Clerk Mileage Apr2	Clerk's Mileage	Alnmouth Parish Council	X	7.65		7.65
5	Clerk's Home Working Allowanc	30/04/2026		Current Account	Clerk HWA Apr26	Clerk HW Allowance	Deb Still	X	26.00		26.00
6	Clerk's Salary	30/04/2026		Current Account	Clerks Salary Apr 2	Clerk Salary (JB)	Jacqueline Brewster	X	419.30		419.30
								Total	**702.06**	**39.83**	**741.89**

Prepared by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Payout Report

Alnmouth Parish Council
C/O 5 Meadow Riggs,
NE66 1AP Alnwick GB

SumUp Payments Limited
16-20 Shorts Gardens,
London, WC2H 9US, UK
register number 900700
VAT ID: GB157993061

Merchant ID:	**MZY22N6Z**
Company registration number:	**-**
VAT ID:	**-**
Period:	**01-03-2026 - 31-03-2026**
Payouts:	**8**

SumUp processed card payments	SumUp processing fees	Deductions	Paid out amount	To be paid out
Total of all gross card payments before fees and deductions are applied	Total of all processing fees for card payments	Total of refunds, chargebacks, loan repayments and subscriptions	The amount deposited in your payout account	Payments still to be paid out. Fees and deductions will be applied before payout
£100.00	**£2.50**	**£0.00**	**£97.50**	**£0.00**

Payout overview

List of all payouts processed during the report period.

#	Date	Payments #	Reference	Destination	Total amount	Fees	Payout
8	16-03-2026	1	MZY PID1145720	GB** **520	£100.00	£2.50	£97.50
Total					**£100.00**	**- £2.50**	**= £97.50**

The Payouts overview table displays both successful (paid out) and unsuccessful (failed) payouts. Rows showing no reference and a blank paid out amount represent the daily sum of transactions used to cover deductions like refunds and chargebacks. These rows also detail the fees collected by SumUp from those transactions.

What this means for you

The table provides a complete overview of all your payouts for the period. To view the full list of sales within a specific payout, please download the detailed payments report.

Fee breakdown

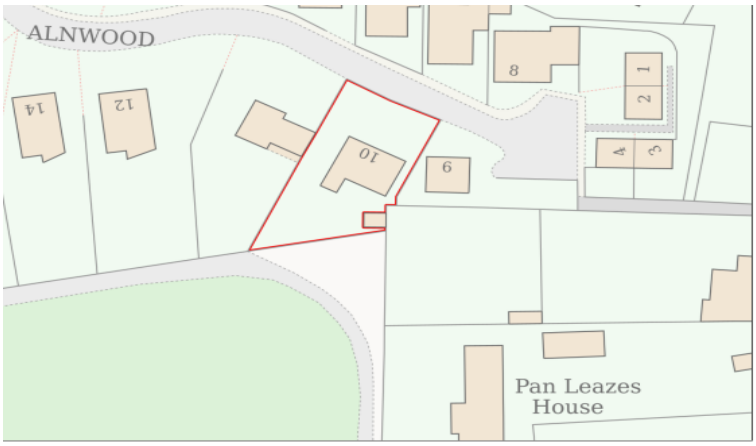
Card scheme	Total processed amount	Total fee charged	Interchange fee	Merchant service charge
MASTERCARD	£100.00	£2.50	£0.25	£2.25

Payout	Amount transferred to your account after fees and deductions
Payout ID	Identifier for a single batch of funds transferred to a merchant
Destination	The account the payout is deposited into
Gross	Payment amount before SumUp fees are applied
Net	Final amount paid to merchant after fees
Total fee	The amount SumUp charged for processing transactions
Interchange fee	Charges deducted by payment processors for handling transactions
Merchant service charge	Amount retained by SumUp after paying the card acquirer's fee
Deductions	Amounts subtracted from payouts (e.g., refunds, chargebacks)

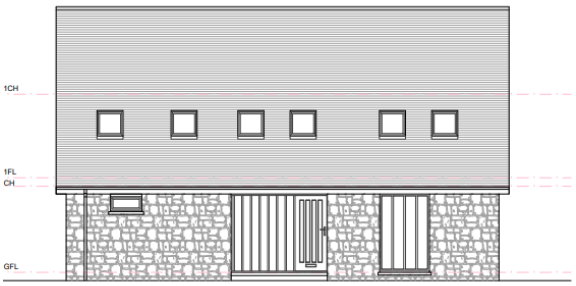
Planning Matters

April 2026

1. **26/00955/FUL|**
   Internal alterations, roof and rear extension
   10 Alnwood Alnmouth Northumberland NE66 3NN

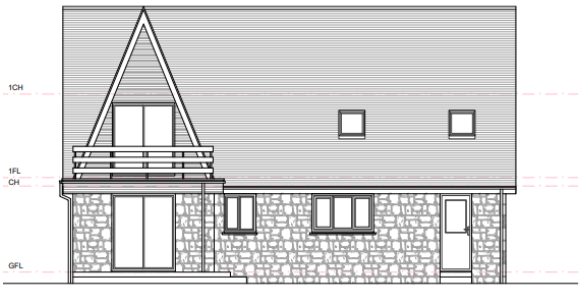


Existing Elevations



Existing North (front) Elevation

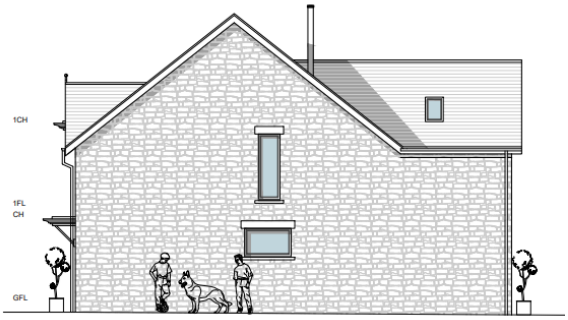
Existing East Elevation



Proposed Elevations

Proposed North (front) Elevation

Proposed East Elevation



Alnmouth Parish Council

Summary of Receipts and Payments

Cost Centre Group - Alnmouth Parish Council - All Admin (Between 01/04/2025 and 31/03/2026)

APC Administration

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
18	Clerk's Mileage				72.00	72.90	-0.90	-0.90	(-1%)
19	Clerk's Home Working Allowance				312.00	286.00	26.00	26.00	(8%)
20	Clerk's Expenses (excl Mileage a				78.00	47.18	30.82	30.82	(39%)
21	Professional Dropbox (Clerk)				84.00	79.90	4.10	4.10	(4%)
22	Scribe Accounts Software				396.00	372.81	23.19	23.19	(5%)
23	Insurance				1,400.00	1,370.82	29.18	29.18	(2%)
24	Accountant's Fee				625.00	550.00	75.00	75.00	(12%)
25	External Audit Fee				345.00	210.00	135.00	135.00	(39%)
26	ICO				47.00	47.00			(0%)
27	Hall Hire (Monthly APC)				325.00	374.50	-49.50	-49.50	(-15%)
28	RoSPA Playground Inspections				100.00	92.00	8.00	8.00	(8%)
29	Website & Email				213.00	220.00	-7.00	-7.00	(-3%)
30	Newsletter				1,469.00	1,370.00	99.00	99.00	(6%)
32	SLCC Membership				115.00	118.00	-3.00	-3.00	(-2%)
33	NALC Membership				157.00	180.03	-23.03	-23.03	(-14%)
34	Cllr Training				60.00	135.00	-75.00	-75.00	(-125%)
35	Clerk's Training				60.00		60.00	60.00	(100%)
36	Publications								(N/A)
37	S.137 Grants				1,500.00	1,615.00	-115.00	-115.00	(-7%)
50	Poppy Wreaths				100.00		100.00	100.00	(100%)
51	Purchase of Fireworks		1,285.00	1,285.00	2,280.00	2,370.26	-90.26	1,194.74	(52%)
52	Misc Expenses (Events)				100.00	194.16	-94.16	-94.16	(-94%)
55	Councillors' Expenses					109.90	-109.90	-109.90	(N/A)
67	Bank Charges					24.95	-24.95	-24.95	(N/A)
	SUB TOTAL		**1,285.00**	**1,285.00**	**9,838.00**	**9,840.41**	**-2.41**	**1,282.59**	**(13%)**

APC Staff Costs

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
17	Clerk's Salary				6,095.00	5,556.20	538.80	538.80	(8%)
54	Employer NIC's				225.00	601.20	-376.20	-376.20	(-167%)
56	Nationally Agreed Increase to Cl				365.00	133.20	231.80	231.80	(63%)
	SUB TOTAL				**6,685.00**	**6,290.60**	**394.40**	**394.40**	**(5%)**

APC Village Maintenance

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
38	Playground Repairs				1,000.00	344.05	655.95	655.95	(65%)
39	Storage of mower				104.00	104.00			(0%)
40	Service of mower				750.00	648.49	101.51	101.51	(13%)
41	Petrol for mower				84.00	85.11	-1.11	-1.11	(-1%)
42	Strim Lovers Walk & Other gras				300.00		300.00	300.00	(100%)
43	Contingency for Village Maintena		225.00	225.00	566.00	608.23	-42.23	182.77	(32%)
44	Contingency for purchase of ass				600.00	128.90	471.10	471.10	(78%)
45	Annual Bench Cleaning				270.00	235.00	35.00	35.00	(12%)

Alnmouth Parish Council

Summary of Receipts and Payments

Cost Centre Group - Alnmouth Parish Council - All Admin (Between 01/04/2025 and 31/03/2026)

46	Planting Wynd/War Memorial				1,200.00	1,062.66	137.34	137.34 (11%)
47	Reglazing Small Boathouse & re				3,500.00		3,500.00	3,500.00 (100%)
48	Painting Small Boathouse				750.00		750.00	750.00 (100%)
49	Painting Large Boathouse				800.00		800.00	800.00 (100%)
	SUB TOTAL		**225.00**	**225.00**	**9,924.00**	**3,216.44**	**6,707.56**	**6,932.56 (69%)**

Income

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
1	Precept	17,300.00	17,300.00					(0%)
2	Bank Interest	420.00	369.82	-50.18				-50.18 (-11%)
5	VAT Reclaim							(N/A)
6	Donations		2,115.06	2,115.06				2,115.06 (N/A)
9	Annual Lease (Large Boat Hous	350.00		-350.00				-350.00 (-100%)
57	Donations from Burgage Holders	950.00		-950.00				-950.00 (-100%)
58	Donation from Burgage Holders	1,100.00	1,100.00					(0%)
59	VAT Reclaim Dr Joy's Garden							(N/A)
64	Playpark Refund		17.40	17.40				17.40 (N/A)
65	VAT Interest		0.08	0.08				0.08 (N/A)
	SUB TOTAL	**20,120.00**	**20,902.36**	**782.36**				**782.36 (3%)**

Summary

NET TOTAL	**20,120.00**	**22,412.36**	**2,292.36**	**26,447.00**	**19,347.45**	**7,099.55**	**9,391.91**
V.A.T.		2,164.61			1,250.86		
GROSS TOTAL		**24,576.97**			**20,598.31**		

Alnmouth Parish Council
Reserves Balance up to 31st Mar 2026
2025 - 2026

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
Earmarked					
Xmas Lights Fund	1,341.78		2,398.70	1,893.06	836.14
Community Fund	7,407.94		2,708.79	2,050.63	6,749.78
Senior Citizens Xmas Lunch	1,147.33		533.10	425.00	1,039.23
Walk Guides Fund	3,258.75			675.00	3,933.75
BM3 Bench Maintenance Fund	236.26				236.26
Arts Festival Fund	6,346.02				6,346.02
Fred & Gladys Bettess Fund	2,752.00	-1,752.00	1,000.00		0.00
Dr Joy Edelman Fund	2,475.78	17.34		12.52	2,505.64
Volcano Night Fund			900.00	900.00	0.00
BM8 Bench Maintenance Fund	236.26				236.26
BM10 Bench Maintenance Func	236.25				236.25
BM17 Bench Maintenance Func	236.25				236.25
BM32 Bench Maintenance Func				250.00	250.00
Pease's Park Development		2,652.00	157.38	4,002.49	6,497.11
Total Earmarked	**25,674.62**	**917.34**	**7,697.97**	**10,208.70**	**29,102.69**
TOTAL RESERVE	**25,674.62**	**917.34**	**7,697.97**	**10,208.70**	**29,102.69**
GENERAL FUND					15,474.95
TOTAL FUNDS					44,577.64