

**MINUTES OF COOKLEY & WALPOLE PARISH COUNCIL MEETING  
HELD AT THE PAVILION 18 NOVEMBER 2014**

**Present:** Cllrs. David Cask (DC) (Chairman), Nick Jarvis (NJ), Bill Camplin (BC), Zoé Mair (ZM), Ian Newton (IN), David Whitwood (DW), John Winter (JW), Anne Thomas (AT), Rob Chase (RC), Michael Bygrave (MB). In attendance: Raymond Catchpole (Clerk), PCSO Kevin Mann and seven public.

**Apologies:** Cllrs Mike Porter, Ian Newton, PCSO Julie Hinton, District & County Cllr Stephen Burroughes

**14/145 Declarations of Interest:** ZM: continuing pecuniary interests in any CEA and Walpole & Cookley Playing Field Trust matters, AT: any CEA matters. These members permitted to discuss and vote on these matters through a previous resolution.

**14/146 Public Participation: (a) District and County Council Reports:** Cllr Stephen Burroughes unable to attend and provided no reports for District or County.

**(b) Police Reports:** In the absence of PCSO Julie Hinton, PCSO Kevin Mann presented the police report. There had been two crimes in Walpole, a burglary (dwelling with intent) detected; and robbery (attempted personal property) under investigation.

**(c) UK Power Networks:** Les Waters, Area Manager and Philip Baker, Lead Field Engineer, presented an apology and explanation for intermittent faults recently experienced in the area. Performance data will be made available to a future parish council meeting with details of incidents and UK Power Network representatives will attend.

**(d) Public:** A paper outlining the perceived need for a parishioners' consultation process was tabled by Christopher Leggett. Councillors commented that no mechanism for such process was needed in fact as any individual or group is always free to raise matters for inclusion on an agenda, but matter will placed on the Agenda for the 13 January 2015.

Clerk apologised personally for not having publically posted the agendas earlier. Notice of meeting had been posted.

A proposal that all householders should receive details of parish councillors contact details and dates of meetings was made by Roy Alston together with an offer of assistance which was gratefully acknowledged by members. To be considered at the January meeting together with other procedural items.

*There being no further public questions the chairman took the meeting into council mode.*

**14/147 Approval of Co-opted Members:** Rob Chase and Michael Bygrave were duly co-opted onto the parish council by unanimous show of hands.

**14/148 Approval of Minutes:** minutes of the meeting of 21 October 2014 were approved in principle subject to amendment, to be signed at a later date after clerk has circulated revisions.

**14/149 Matters arising from Minutes:** none.

**14/150 Planning: (a) Procedures:** clerk reported an article on planning procedures and Decisions should be, on the Cookpole website. **(b) World of Planning:** ZM reported on her attendance at this planning workshop, report attached as an Appendix.

**14/151 Finance: (a) RFO Report:** clerk presented his report and financial statement.

The following invoices were approved and paid:

Clerk's Expenses	£ 24.32	
Clerk's Salary	£	
525.00		

Balances to carry forward were submitted as under, taking into account the above:

Community Account	£5,597.04	
Business Saver	£1,094.65	£6,691.69

Financial statement was approved unanimously by show of hands.

**(b) Draft Budget 2015/16:** clerk presented draft budget for 2015/16. Agreed unanimously that precept application should be £5,620, subject to two items being checked by clerk and recirculated.

**14/152 Procedural Matters:** Matters submitted by Fiona Mewton as under were discussed:

**(a)** Democratic accountability. **(b)** Transparency of PC members' consultations with parishioners and other members of the public. **(c)** The details of votes taken by councillors should be accurately recorded. **(d)** Transparency in PC business. **(e)** Notification of all planning applications should be publicised on the day applications arrive with the Parish Clerk via the Cookpole News Website and the four village noticeboards. **(f)** Access to planning application paper copies should be made available in a public place at least 10 working days before the close of the consultation period. **(g)** Requirement of a special parish meeting, if requested, to discuss particular parish issues. **(h)** More receptive Parish Council response to public suggestions for change. **(i)** The Definitive Map for each parish should be scanned and published on the Cookpole News Website.

In respect of 14/152 (d), it was agreed unanimously that Standing Orders and Code of Conduct would be posted on the parish council section of the website after revision.

In respect of 14/152 (f) it was moved to take no action and agreed by five votes with three abstentions.

All other items will be the subject of a report to be prepared by the clerk and circulated to members having had regard to discussion this evening.

**14/153 Highways:** In the absence of MP, clerk had circulated copies of report from a recent tour of roads with SCC Highways representatives.

**14/154 Footpaths:** BC indicated his desire to stand down from the role of Footpaths Officer at the next election.

**14/155 Trees:** (a) Action regarding birches, previously minuted, to be followed up. (b) AT reported school children would be available to assist with planting of Woodland Trust trees.

**14/156 Cemetery:** (a) Clerk read précis of consecration deed. (b) Cemetery charges item was deferred.

**14/157 CEA & Allotments:** (a) ZM presented a report, attached as appendix. (b) AT reported community shed was in place, final work in hand. Solar pump was working and a compostable toilet was being considered. Chairman showed appreciation on behalf of members.

**14/158 External Meetings & Training:** (a) SALC Northern Area Meeting on 8 December 2014. (b) Sizewell C Community Forum: next meeting 'sometime in 2015'.

**14/159 Correspondence:** None

**14/160 Matters for future agenda:** Other than matters already referred to in these minutes the following matters were suggested: (a) ZM: new bench for Village Green. (b) AT private dredging of river. Clerk will include these on the January agenda.

**14/161 Next Meeting:** Tuesday 13 January 2015.

*The meeting closed at 10.20pm*

**Chairman**

**Date**

**APPENDICES**

**World of Planning Report**

**Cookpole Energy Action Report**

## Feed back from 'World of Planning' event on 20 Nov 2014

Despite its rather daunting title, this proved to be a worthwhile evening for your councillor with planning portfolio. It gave those attending a chance to meet Phillip Rowson whose recent appointment as Planning Development Manager adds to the number of officers.

A few points to highlight:

- ⇨ **Validation requirements for planning applications.** The consultation period for this has been extended so please read and make comments to Raymond so he can send a council response.
- ⇨ **Pre-application planning advice charges.** A schedule of charges is on the website. Advice is to become more detailed and remains confidential. Some advice is free on the website and to certain clients (eg: councils, charities, the disabled). The charges are expected to raise about £25,000 pa for SCDC.
- ⇨ **Local Plan Update.** CIL was explained –Community Infrastructure Levy – which is a new tool to get contributions from developers to support local infrastructure and growth. These costs will be fixed, known in advance and based on land value. 15% of what is raised will flow directly to Parish Councils each year. CIL replaces Section 106 and will be implemented by April 2015 though Playspace funds are still available now.
- ⇨ I lost concentration re: Felixstowe.
- ⇨ **Sustainability** - this is tested on economic, social and environmental criteria. Failure in one area means a possibility of refusal. Regarding *Localism*, sustainability 'trumps' local opposition. Local Neighbourhood Plans remain worthwhile.
- ⇨ **Planning Service Healthcheck** – the main positive was that everything is now on the Planning Portal, but there were several negatives:
- ☐ Website clunky and NOT user friendly with problems of scale on plans, scanned documents, conditions not clear, documents missing or mistakes being made. Many complaints from Parish Clerks!
- ☐ Complaints of enforcement NOT happening.

I think that these observations were taken on board so watch the website.

## **Report from Cookpole Energy Action to the Parish Council**

Since our previous report efforts have been focused on the two day Walpole Winter Craft Barns held on 15 and 16 November to raise funds for two electric bicycles for community use, as well as greater awareness of what CEA does.

There were over 30 stallholders and, despite the rather indifferent weather, there was good attendance and a warm atmosphere and we believe it may have been our best ever fund raising event, supported by local people and others from further afield.

A demo bike was also on show for the intrepid to sample and Mike Porter kindly gave farm tours to show features of environmental interest.

CEA has already received a grant of £2,500 from Green Suffolk and £1000 from the Locality Budget towards the bike project and an application is in the pipeline for a SCDC Capital grant as well as a bid to Heveningham Hall Country Fair Trust.

Our letter campaign to raise capital for the small-scale wind turbine is well under way.

18 Nov 2014