

Cookley & WALPOLE PARISH COUNCIL

A Meeting of the Parish Council was held on Tuesday, January 19th 2015 in the Pavilion, Walpole at 7-30pm.

Minutes:

Present:

Cllr. David Cask (Chairman); Cllr. Mike Porter (Vice-Chairman); Cllr. Michael Bygrave; Cllr. Nick Jarvis; Cllr. Zoé Mair; Cllr. Ian Newton; Cllr. Anne Thomas; Cllr. Mark Wenham (after being co-opted on to the Council); Cllr. John Winter and Cllr. David Whitwood:

Also Present:

Paul Widdowson (Clerk) and one member of the public (until co-opted on to the Council).

1) Apologies:

Cllr. Rob Chase; District & County Cllr. Stephen Burroughes:

2) To receive declarations of interest:

Cllr. M. Porter declared a personal interest in the Village Green, Flagship and Footpaths.

Dispensations for Agenda Item No. 10a were received by the Clerk from Cllr. David Cask; Cllr. Mike Porter; Cllr. Michael Bygrave; Cllr. Nick Jarvis; Cllr. Zoé Mair; Cllr. Ian Newton; Cllr. Anne Thomas; Cllr. John Winter and Cllr. David Whitwood and this was agreed.

3) To receive a report from the County and District Cllr. Stephen Burroughes:

The Clerk reported that Cllr. S. Burroughes had sent his apologies and he had sent a written report that had been circulated to all Councillors. The Clerk also reported that he had received an email regarding money for the Vehicle Activation System Equipment.

4) Public Session:

There were no questions.

5) To confirm the Minutes of the Council Meetings held on November 17th 2015:

The Minutes were approved.

6) Matters arising:

There was a query over which Parish each footpath was in. Cllr. N. Jarvis agreed to determine which Parish each footpath was in.

7) Co-option of one Councillor:

a. To consider the applicant that has applied for one of the two Walpole vacancies on the Council:

Mark Wenham gave a short presentation and left the room whilst councillors

Walpole vacancies on the Council:

Mark Wenham gave a short presentation and left the room whilst councillors discussed his application. After a short while, the Councillors agreed to co-opt Mark Wenham on to the Council.

Proposer: Cllr. Z. Mair
Porter

Seconder: Cllr. M.

b. To receive the Declaration of Acceptance of Office and to note any declarations of interest if co-opted.

Mark Wenham signed the Declaration of Acceptance of Office and joined the Council.

Dispensation for Agenda Item No. 10a was received by the Clerk from Cllr. Mark Wenham and this was agreed.

8) Planning Matters:

The Clerk reported the following planning application for Information:

DC/15/5201/DRC: Details as required by Condition 3 and 4 of Listed Building Consent DC/14/1969/LBC (see July 2014 Minutes). Address: Bucks Farmhouse, Halesworth Road, Cookley, Suffolk. IP19 0LX

Applicant: Mr. I. Newton

There was some discussion on whether to compile a Neighbourhood Plan. It was agreed not to have one as the only new buildings could be 'infill'.

9) Clerk's Report and Correspondence:

The Clerk reported that he had received Electoral Registers for the Parishes, a letter from Andy Cracknell at the Eastern Community Assistance Team, an invitation to be nominated for one of the three invitations to Mayors/Chairs of Parish Councils to the Buckingham Palace Garden Party on May 19th 2016, the Clerks and Councils Direct Newspaper and letters from Suffolk Age UK, Disability Advice Service (East Suffolk), Suffolk Coastal Norse wishing to quote for grass cutting, British Red Cross asking for support for their Red Cross Week Collections in May and DNM Gardening and Landscaping.

10) Financial Report including setting the Precept for 2016-2017:

The Clerk reported that the Council's Pension Staging Date is July 1st 2016. The Clerk said that the next Certificate in Local Council Administration (CILCA) training by the Suffolk Association of Local Councils (SALC) is in May and this gave time for Clerk to get things ready. Councillors agreed to fund their share of the training costs.

Proposer: Cllr. M. Porter

Seconder: Cllr. J. Winter

The Clerk reported that the requested Bank Mandate Changes had been completed.

(a) To agree Budget and Precept for 2016-2017:

After considerable discussion and amendments to the Budget, the Budget and a Precept for 2016-2017 of £5 778.81 was agreed:

Proposer: Cllr. M. Porter

Seconder: Cllr. A. Thomas

The Clerk was thanked for his Draft Budget.

(b) To agree Internal and External Audit Arrangements:

Owing to time constraints, it was agreed that Councillors would look at this issue at the next meeting.

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(c) To agree Council Risk Assessment Procedures:

Owing to time constraints, it was agreed that Councillors would look at the Draft Risk Assessment Procedures at the next meeting.

(d) Balances at the Bank on January 7th 2016:

Business Current Account	£5 021-76
<u>Business Savings Account</u>	<u>£1 095-64</u>

(e) Cheques for payment:

Chq. No. 100906 S. Thurston – Repair of Telephone Box Glass	£20-00
Chq. No. 100907 Use of Walpole and Cookley Playing Field Trust Pavilion	£108-00
Chq. No. 100908 SALC Networking Meeting	£9-00
Chq. No. 100909 Cllr. A. Thomas	£83-95

Proposer: Cllr. I. Newton

Seconder: Cllr. Z. Mair

(f) Receipts:

Cemetery Fee:	£120.00
Cemetery and Memorial Fee:	£100-00

11) Initiatives to cut Speeding:

Cllr. M. Bygrave reported that Highways had agreed to three out of the four places in Walpole for the Vehicle Activation Sign (VAS). The corner where the road goes to Heveningham was the site not approved. As the Council believes that there is a speeding problem on the Peasenhall Road, the Council agreed to write a letter to Suffolk County Council for a site on this road too.

Cllr. M. Bygrave said that on our own, VAS Equipment would cost £4 500 whereas being in partnership with other Parishes would cost £2 500 including four poles for the VAS costing £750.

Cllr. Z. Mair said that Ubbeston were very interested in joining with Cookley and Walpole Parish Council. Cllr. M. Bygrave said that he would speak to Ubbeston and would be going to a meeting of five Parishes north of Halesworth who have joined together in Wrentham. Cllr. M. Bygrave said that he would report back to the next Parish Meeting. Cllr. M. Bygrave was thanked for all his hard work on this issue.

12) Emergency Officer:

It was agreed to elect a new officer at the February Meeting after Cllr. M. Bygrave and Cllr. M. Wenham had met with Cllr. Z. Mair.

13) Proposal to cut the Free Hour of Car Parking in Halesworth:

It was noted that negotiations were ongoing and that there had been no resolution.

14) Red Telephone Box:

It was agreed that they look very nice after the recent repainting.

15) Village Green:

There was no report.

16) Flagship Affordable Homes:

Cllr. A. Thomas reported that she had made several approaches to Flagship Housing and she said that she would continue to do so.

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17) Highways:

It was reported that Suffolk County Council had filled in the holes on the Walpole side of the bridge. It was also noted that there was a pothole outside Walnut Tree Farm and a pile of salt was needed in Walpole as a school bus had encountered difficulty in the recent icy conditions.

18) Footpaths:

There was no report. Cllr. A. Thomas reported that a post has fallen over a footpath and therefore could it be moved.

19) Trees:

It was reported that a Christmas Tree was to be planted on the Green soon.

20) Cemetery:

The Clerk reported that he had had a request in memory of their Father to put a small tree round the edge of the cemetery up in the top area where the ones have died. The Clerk said that they had suggested a small Amelanchier Lamarchii which has white flowers in spring, red/purple berries and autumn coloured leaves.

Councillors agreed to the request where the person making the request would buy the tree and the Council would plant and take responsibility for the tree once it was planted.

The Clerk reported that it had come to light that there had been a double payment and it was agreed to refund the overpayment.

21) CEA & Allotments:

Cllr. Z. Mair reported that a draft lease for the land on which the Electric Bike Shed sits has been agreed with the Playing Field Committee and will be signed at the next CEA meeting.

She noted that the profit from the Craft Barns was £1849.92 of which £200 was donated to Cookpole in recognition of their contribution to the running of the café.

Finally Cllr. Z. Mair said that the CEA is proposing the purchase of 10 lightweight folding tables for community use including for the annual Craft Fair as at present these have to be hired at some expense. She noted that they could be securely stored in the existing bike shed and shared with the Walpole and Cookley Playing Field Trust and the Parish Council or hired out on request. Cllr. Z. Mair asked that if the Parish Council was in agreement, the tables could be purchased via the council to obviate VAT.

She said that the normal price was £107.22 each. However there was a discount of 10% if 10 tables are purchased making them £96.50 each or £322 per participating group.

It was agreed to put this on the Agenda for the next meeting.

22) External Meetings & Training:

There was no report. Cllr. Z. Mair said that there was an Energy Gateway Meeting on February 3rd from 7-30am until 9-30am at High Lodge, Darsham.

23) Matters of Information from Members:

There were no matters of information from members.

24) To receive agenda items for the Parish Council Meeting to be held on February 16th 2016:

Cllr. A. Thomas said that she would have to give her apologies for the next meeting.

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The Meeting ended at 10-12pm