COOKLEY & WALPOLE PARISH COUNCIL

A Meeting of the Parish Council was held virtually via Zoom on Tuesday, February 16th 2021 at 7pm.

Minutes:

Present:

Cllr. Z. Mair; Cllr. L. Andrews; Cllr. R. Chase; Cllr. J. Lewis; Cllr. C. Northover, Cllr. M. Porter and Cllr. J. Winter:

Also Present:

Paul Widdowson (Clerk):

1) Apologies:

Cllr. C. Leggett (Vice-Chairman) and District and County Cllr. S. Burroughes:

2) <u>To receive declarations of interest:</u>

Cllr. Z. Mair and Cllr. M. Porter declared an interest in CEA and Cookpole. Cllr. J. Lewis declared an interest as an employee of Suffolk County Council.

3) Requests for dispensations:

There were no requests for dispensations.

4) To receive a report from the County and District Councillor:

There was no report from District and County Cllr. S. Burroughes.

5) Public Session: Members of the public have fifteen minutes to ask questions on topics on the agenda.

There were no members of the public at the meeting.

6) <u>To confirm the Minutes of the Parish Council Meeting held on January 19th 2021:</u>

The Minutes of the Parish Council Meeting held on Tuesday, January 19th 2021 were agreed.

Proposer: Cllr. Z. Mair: Seconder: Cllr. M. Porter:

7) <u>Village Green and Second Bench:</u>

Cllr. C. Northover said that he had ordered the second bench on January 20th 2021 and he said that it had been ordered for the same price with the invoice being sent to the Council when the bench was delivered after four weeks on February 19th 2021. Cllr. M. Porter reported that he had unearthed another stone today on his farm. He said that the

stone was three feet wide and he had found it around two and a half metres deep in the ground.

It was agreed to pay the invoice for the second bench as soon as it was received.

Proposer: Cllr. L. Andrews: Seconder: Cllr. R. Chase:

8) Highways and Speeding:

Cllr. R. Chase said that a resident on the Peasenhall Road was receiving deliveries owing to delivery driver confusion. Cllr. M. Porter suggested that the parishioner put a notice on the front door with their address. Cllr. R. Chase said that he would liaise with the parishioner and would perhaps contact the Council if necessary.

Cllr. Porter reported that the roads flooded very badly recently and Cllr. R. Chase said that the Walpole to Sibton Road kept being blocked by snow. Cllr. Z. Mair said that the road surface at the T- Junction in the centre of Walpole was very bad.

Cllr. Z. Mair asked if there was answer to what was a 'Quiet Lane'. Cllr. R. Chase replied that he had spoken to County and District Cllr. S. Burroughes who had said that a 'Quiet Lane' would have a sign up stating that it was a 'Quiet Lane' and there would be a green line drawn on the lane. Cllr. R. Chase noted that Cookley Lane was a 'Quiet Lane'.

9) <u>Emergency Plan:</u>

Cllr. Z. Mair reported that her computer had crashed and all her time recently had been taken getting it fixed. She said that her computer was now fixed and the review should now be completed soon with the new personnel recruited.

10) River Blyth Sign:

Cllr. C. Northover said that all was in hand and that the sign would sit proud. He said that across the whole bridge was a six-and-a-half-inch gap for the sign to possibly sit within and that the coping stone overhangs by an inch.

Councillors were shown the Monks Eleigh Village sign and agreed to its font being used on the bridge sign. They also agreed to lettering to be cut out of the length of stainless-steel metal affixed to the bridge which would be four foot by eight inches high with the lettering stating 'River Blyth' in the middle of the bridge.

11) Planning Matters:

There were no planning applications.

Cllr. Z. Mair reported that she had received a response from East Suffolk council regarding a dilapidated property. She said that a grant had been offered for the property and she was making sure that the owner was aware of the grant.

12) Clerk's Report, Correspondence and Donations:

The Clerk reported that he had added Cookley and Walpole Parish council's name to the Parish Councils Letter to the Government over Sizewell C. He said that he had received information regarding 'Walking in Suffolk' and brought to the attention to the Councillors the AONB Grants Programme. The Clerk said that he hoped that Nicola Jenner

(Communities Officer at East Suffolk Council) would be attending the next Parish Council Meeting on March 16th and that the Suffolk Association of Local Councils (SALC) had agreed to take on the Parish Council Payroll as the previous provider had given notice.

The Clerk noted that the Parishioner and the wrong deliveries had already been discussed although a further comment was made that Flagship perhaps should be contacted. It was also noted that the Walpole to Sibton Road had already been discussed but Cllr. J. Winter said that the farmers had been rung by Suffolk County Council to ask if they could clear the road and would be paid to do so. Councillors thought that this was a good idea when snow fell but felt that it should be formalised with each farmer knowing their responsibilities and what they would be paid whenever snow fell in the future. Cllr. R. Chase said that he would draft a letter to send to Suffolk County Council Highways Department.

Finally, the Clerk said that he had been contacted by SALC saying that there was one place available on the East Suffolk Community Partnership for Wickham Market and Framlingham which included Cookley and Walpole Parishes. The Clerk said that they had £85 000 to spend and had been set up when Suffolk Coastal and Waveney District Councils had merged. Cllr. Z. Mair suggested that it could fund an event or a café for isolated people in the village. Cllr. M. Porter suggested funding for a Christmas Dinner. The Clerk said that Sibton Parish Council had someone who would take up the place and would represent Cookley and Walpole Parish Council as well. It was agreed that the Sibton Parish Councillor would represent both Sibton Parish Council and Cookley and Walpole Parish Council and that the two councils would liaise before each meeting.

Proposer: Cllr. R. Chase: Seconder: Cllr. Z. Mair:

13) Financial Report:

a) Balances at the Bank on February 7th 2021:

Business Community Account £10 290-61
Business Savings Account £1 101-66

b) Cheques for Payment and Receipts:

Standing Order Will Austin – February 2021 £150-00 BACS Heartbeat – Annual Support Costs – Year 3 of 4 £162-00

Proposer: Cllr. Z. Mair: Seconder: Cllr. M. Porter:

14) To agree Internal Control Statement and Reports:

The Internal Control Statement and Report 2021 by Cllr. J. Winter was agreed.

Proposer: Cllr. M. Porter: Seconder: Cllr. R. Chase:

15) New Policies:

The following policies were agreed and adopted by the Parish Council.

Audit and Impact Assessment
Data Consent Form
Data Protection and Information Management Policy
Procedures for Dealing with Data Breaches

Procedures for Dealing with Subject Access Requests

Proposer: Cllr. M. Porter: Seconder: Cllr. J. Winter:

16) Current Policies:

The following policies were agreed and re-adopted by the Parish Council.

Equal Opportunities Policy
Privacy Notice for Residents
Privacy Notice for Staff and Councillors
Privacy Notice for New Councillors

Proposer: Cllr. R. Chase: Seconder: Cllr. Z. Mair:

17) To receive reports on the

Footpaths:

Cllr. R. Chase and Cllr. J. Winter both said that they did not have a report.

Cllr. Z. Mair reported that the steps on the footpath near the Vicarage needed attention and she was in contact with Suffolk County Council.

Trees;

There was no report.

Cemetery;

There was no report.

CEA & Allotments:

It was reported that the Willows had been coppiced by a professional and one volunteer. It was noted that the coppiced willow would be used for a fence near the road. There was also to be a sign stating 'Walpole Willows'.

Cllr. Z. Mair said that she would look at a hedge that perhaps needed to be cut back and dogs were fouling the playground. She also reported that the CEA were bidding for a grant to buy a wood shredder to be kept on the allotments but for use by anyone in the local community.

18) <u>To receive agenda items for the Parish Council Meeting to be held on March 16th 2021:</u>

It was agreed that the councillors would look at all the usual annual donations at the next meeting including the Waveney Foodbank. It was also hoped that the Communities Officer at East Suffolk Council would also be coming to the meeting.

The Meeting ended at 8-44pm.