





(Communities Officer at East Suffolk Council) would be attending the next Parish Council Meeting on March 16<sup>th</sup> 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: Seconded: Cllr. Z. Mair:

**13) Financial Report:**

**a) Balances at the Bank on February 7<sup>th</sup> 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: Seconded: 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: Seconded: 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) To receive agenda items for the Parish Council Meeting to be held on March 16th 2021:**

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.**