

# COOKLEY & WALPOLE PARISH COUNCIL

**A Meeting of the Parish Council was held virtually via Zoom on Tuesday, January 19th 2021 at 7pm.**

## **Minutes:**

### **Present:**

Cllr. Z. Mair (Chairman until 7-05pm); Cllr. C. Leggett (Vice-Chairman); Cllr. L. Andrews; Cllr. R. Chase (Chairman from 7-05pm); Cllr. J. Lewis; Cllr. C. Northover, Cllr. M. Porter and Cllr. J. Winter:

### **Also Present:**

Paul Widdowson (Clerk):

### **1) To elect a Chair and receive the Chair's Declaration of Acceptance of Office:**

Cllr. R. Chase was elected unopposed.

Proposer: Cllr. M. Porter:                      Second: Cllr. C. Leggett:

### **2) Apologies:**

District and County Cllr. S. Burroughes

### **3) To receive declarations of interest:**

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.

### **4) Requests for dispensations:**

There were no requests for dispensations.

### **5) To receive a report from the County and District Councillor:**

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

Cllr. Z. Mair said that the written County Report was very good with the County Council creating 'Quiet Lanes' and backing more fibre wiring across Suffolk.

### **6) 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.

### **7) To confirm the Minutes of the Parish Council Meeting held on November 17<sup>th</sup> 2020:**

The Minutes of the Parish Council Meeting held on Tuesday, November 19<sup>th</sup> 2020 were agreed as amended with the trees being liquid amber, oak and lime in Item 7.

Proposer: Cllr. C. Leggett:                      Second: Cllr. M. Porter:





**17) New Policies:**

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

It was agreed that the Clerk would email these policies to the councillors so they could read them and decide at the next Parish Council Meeting in February.

**18) Current Policies:**

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

It was agreed that the Clerk would email these policies to the councillors so they could read them and decide at the next Parish Council Meeting in February.

**19) To receive reports on the:**

**Footpaths:**

Cllr. J. Winter said there were many walkers walking through a quagmire as the footpaths were so wet.

**Trees:**

There was no report.

**Cemetery:**

There was no report.

**CEA & Allotments:**

It was reported that the CEA had applied for a grant for a community shredder.

**20) To receive agenda items for the Parish Council Meeting to be held on February 16th 2021:**

The Clerk was asked to send a list of Meeting dates and the new Communities Officer, Nicola Jenner, was to be invited to one of the next two Parish Council Meetings on February 16<sup>th</sup> or March 16<sup>th</sup> 2021. Internal control Statement and Report and the Bench and signs were also to be put on the agenda in February.

**The Meeting ended at 8-38pm.**