

COOKLEY & WALPOLE PARISH COUNCIL

A Meeting of the Parish Council was held at the Pavilion, Walpole at 7-30pm on Tuesday, January 17th 2023.

Minutes:

Present:

Cllr. R. Chase (Chairman); Cllr. J. Clark (From Item 4); Cllr. Z. Mair; Cllr. C. Northover and Cllr. M. Porter:

Also Present:

Paul Widdowson (Clerk); One Parishioner (Until 7-39pm) and County and District Cllr. S. Burroughes (Left 8-11pm).

1) Apologies:

Councillors accepted the apologies from Cllr. L. Andrews; Cllr. C. Leggett (Vice-Chairman) and Cllr. J. Lewis:

2) To receive declarations of interest:

Cllr. Z. Mair and Cllr. M. Porter declared an interest in CEA and the Walpole and Cookley Playing Fields Association.

3) Requests for dispensations:

There were no requests for dispensations.

4) Co-option of Councillor:

a) To consider any applicants who have applied for the vacancy on the Council.

The Council considered and decided to co-opt John Clark as a councillor to fill the vacancy for Walpole on the Parish Council.

a) To receive the Declaration of Acceptance of Office and to note any declarations of interest if co-opted:

John Clark signed the Declaration of Acceptance.

Proposer: Cllr. Z. Mair:

Seconder: Cllr. C. Northover:

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

County and District Cllr. S. Burroughes said that the County and District Councils were letting people know what is available to help with the Cost-of-Living Crisis. He reported that the County Council had two areas of concern – Help for Vulnerable Adults and

County and District Cllr. S. Burroughes said that East Suffolk Council had spent £2.7million from the Rural England Prosperity Fund to pay for the Digital Springboard in all twelve Market Towns in the Council's area including Halesworth. County and District Cllr. S. Burroughes said that there were District Elections in May 2023 and said that he was standing down from being an East Suffolk Councillor.

County and District Cllr. S. Burroughes reported that a consultation had taken place regarding Walpole School. He said that Suffolk County Council had no further educational use for the site so the County Council was speaking to the Diocese and other parties over the future of the site. Cllr. M. Porter asked who had been consulted? County and District Cllr. S. Burroughes said that it was a County Council Matter.

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

7) To confirm the Minutes of the Parish Council Meeting held on November 15th 2022.

8) Highways:

Cllr. C. Northover reported that the new Sign Indicator Device (SID) was being used but the new battery has a low voltage cut off so the battery only lasts two days.

It was agreed that this Item Agenda had been discussed in County and District Cllr. S. Burroughes' Report.

10) Village Green:

Cllr. R. Chase said that he thanked the parishioners who had allowed the Village Green Christmas Lights to be powered by their electricity.

It was agreed to ask Cllr. J. Winter to look at solar lights powering the Christmas Lights on the Village Green Christmas Tree next year.

11) Noticeboards:

Cllr. R. Chase reported that he had spoken to a parishioner who had agreed to refurbish the Parish Council's noticeboards in the spring and early summer.

12) David Cask Commemoration:

Councillors discussed what to write on the Commemoration and it was suggested the phrase 'always there for the Village' should be included.

13) Emergency Plan:

Cllr. Z. Mair said that she thought it was ready but she believed that a meeting with Cllr. L. Andrews was needed to finalise it. Cllr. Z. Mair said that the Emergency Plan was very large and suggested that there was an Executive Summary.

Cllr. J. Clark said that the Executive Summary was published in paper form with a QR code to go to a full version on the internet.

14) Planning Matters:

There were no planning matters.

15) Clerk's Report and Correspondence:

The Clerk said that there was no report or correspondence.

16) Financial Report:

a) Balances at the Bank on January 7th 2023:

Business Community Account	£20 262-73
Business Savings Account	£1 102-84

b) Payments and Receipts:

Internet Banking	Westcotec – For Replacement SID	£3022-80
Internet Banking	Clerk's Pay for October until December 2022	£597-60
Internet Banking	Clerk's Tax for October until December 2022	£149-40
Internet Banking	Clerk's Expenses for October until December 2022	£50-05

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

17) Clerk's Pay for 2022-2023 and 2023-2024:

It was agreed that the Clerk's Pay would rise by the increase in pay and to set his pay at Point 16 on the National Association of Local Council (NALC) Clerk's Pay Scale 2022-2023 from April 1st 2022.

It was also agreed that the Clerk's Hours would be 26 hours a month from April 1st 2023.

Proposer: Cllr. R. Chase:

Seconded: Cllr. J. Winter:

18) Policies:

After some discussion, the Health and Safety Policy was agreed.

Cllr. J. Clark agreed to look into 'Council Liability'.

Proposer: Cllr. Z. Mair:

Seconded: Cllr. J. Clark:

19) To agree Audit Arrangements:

It was agreed to use Suffolk Association of Local Councils (SALC) for the Internal Audit 2022-2023.

Proposer: Cllr. Z. Mair:

Seconded: Cllr. J. Clark:

20) To agree Council Risk Assessment Procedures:

The Council Risk Assessment Procedures for 2022-2023 was agreed.

Proposer: Cllr. R. Chase:

Seconded: Cllr. J. Winter:

21) To agree Council Asset Register:

It was agreed to look at this at the next Parish Council Meeting.

22) To receive reports on the:

Footpaths:

There was no report.

Trees:

There was no report.

Cemetery:

The Clerk said that there had been a burial last week and an interment recently.

CEA & Allotments:

Cllr. Z. Mair reported that this year the Cookpole Energy Action and the Playing Field Trust will join forces to enhance a two-day Craft Fair in late May to a broader event for all ages to include craft stalls, a dog show, fun races, music, a bar, teas and plants. She also reported that a long term aspiration was to make Walpole's 3 public buildings - The Old Chapel, St Mary's Church and the Pavilion all carbon neutral.

Finally, Cllr. Z. Mair said that the Allotments were getting professional advice on how to prune a fruit tree and also on how to landscape and establish a wildlife pond.

23) To receive agenda items for the Parish Council Meeting to be held on February 21st 2023:

The Asset Register was to be on the next Parish Council Meeting Agenda.

The Meeting ended at 9-36pm.