

Cookley & WALPOLE PARISH COUNCIL

An Annual Meeting of the Parish Council was held on Tuesday, May 17th 2016 in the Pavilion, Walpole at 8-10pm.

Minutes:

Present:

Cllr. David Cask (Chairman); Cllr. Mike Porter (Vice-Chairman until Item 2); Cllr. Michael Bygrave; Cllr. Zoé Mair; Cllr. A. Thomas (Vice-Chairman after Item 2) and Cllr. David Whitwood:

Also Present:

Paul Widdowson (Clerk):

AGENDA – PART 1:

1) To elect a Chair for 2016 – 2017 and receive the Chair's Declaration of Acceptance of Office:

Cllr. D. Cask was elected Chair for 2016-2017.

Proposer: Cllr. Z. Mair

Seconder: Cllr. M. Porter

2) To elect a Vice-Chair for 2016 - 2017:

Cllr. A. Thomas was elected Vice-Chair for 2016-2017.

Proposer: Cllr. Z. Mair

Seconder: Cllr. M. Bygrave

3) To appoint a Responsible Finance and Proper Officer for 2016 - 2017:

Paul Widdowson was appointed as Responsible Finance and Proper Officer for 2016-2017.

Proposer: Cllr. Z. Mair

Seconder: Cllr. A. Thomas

4) Apologies for Absence:

County and District Councillor S. Burroughes, Cllr. N. Jarvis, Cllr. I. Newton, Cllr. R. Chase; Cllr. M. Wenham and Cllr. J. Winter:

5) To receive declarations of interest and confirm Members have all registered their interests:

Cllr. Z. Mair and Cllr. M. Porter declared an interest in the Playing Field Trust and CEA.

Cllr A. Thomas declared an interest in the CEA.

6) Approve Minutes: Annual Parish Council Meeting Parish Council Meeting on May 19th 2015 and Parish Council Meeting on April 20th 2016:

The May 19th 2015 AGM Minutes and April 19th 2016 Minutes were agreed.

7) Matters arising from Minutes not covered elsewhere on the agenda:

The Clerk reported that he had asked Cllr. R. Chase for a short update on the defibrillator. The Clerk said that Cllr. R. Chase had said that he had met with the appropriate Bramfield Councillor but that personal problems had delayed the next meeting and that he hoped to meet with him again soon.

8) To arrange the co-option of one member from Walpole Parish:

The Clerk said that he had still not heard from County and District Cllr. S. Burroughes regarding the District and County Council's view on whether a person who has a contract with the Council can be a councillor.

9) Council Appointments 2016 - 2017:

Independent Internal Auditor

The Suffolk Association of Local Councils (SALC) was appointed as Internal Auditors for 2016-2017.

Proposer: Cllr. A. Thomas

Seconder: Cllr. M. Porter

Councillor Portfolio Holders

The following Councillors were appointed to the following portfolios:

Footpaths	– Cllr. N. Jarvis:
Emergency Planning	– Cllr. M. Bygrave and Cllr. M. Wenham:
Highways	– Cllr. M. Porter:
Planning	– Cllr. Z. Mair:
Speeding	– Cllr. M. Bygrave:
Transport	– Cllr. D. Cask:

Proposer: Cllr. Z. Mair

Seconder: Cllr. M. Porter

10) Annual Accounts for year ended 31 March 2016 - To discuss Internal Audit:

The Clerk went through the recommendations of the Internal Auditor and it was agreed to implement these recommendations. The Clerk said that he was working on the paperwork for the External Auditor and would send the paperwork to Councillors.

11) Review of Standing Orders: To consider any changes needed:

It was agreed to discuss and confirm the current Standing Orders with the addition of SALC's amendments over the past year at the next meeting.

12) Review of Financial Standing Orders: To consider any changes needed:

It was agreed to discuss and confirm the current Financial Standing Orders with the addition of SALC's amendments over the past year at the next meeting.

AGENDA – PART 2:

13) To receive a report from the County and District Councillors:

The Clerk said that the County and District Councillor's report had been emailed to Councillors.

14) Public Session:

There were no members of the public present at the time.

15) Planning:

DC/16/1722/VOC – Variation of Condition 2 of Planning Consent DC/15/2123/FUL (Single Storey Extension to Grade II Listed Building).

Walnut Tree Farm, Mellis Road, Walpole, Suffolk. IP19 0PL

The Councillors objected to this planning application

Proposer: Cllr. A. Thomas

Seconder: Cllr. M. Porter

DC/16/1721/DRC – Details as required by Condition 3 of Planning Consent DC/15/2123/FUL.
Walnut Tree Farm, Mellis Road, Walpole, Suffolk. IP19 0PL

The Clerk reported this planning application to the Council but said that the Council had no decision to make on this planning application.

16) Balances at the Bank on April 31st 2016 and Cheques for Payment:

Bank Balances:

Business Current Account	£7 060-91
Business Savings Account	£1 095-78

The Clerk reported that the First Precept Payment of £3000-01 has arrived from Suffolk Coastal DC.

Cheques for Payment:

100914	SALC Subscription 2016-2017	£168-81
100915	Alzheimer's Society	£50-00
100916	Age UK Suffolk	£25-00
100917	Disability Advice Service (East Suffolk)	£20-00
100918	East Anglia's Children's Hospices	£20-00
100919	East Anglian Air Ambulance	£75-00
100920	Suffolk Accident Rescue Service	£50-00
100921	Halesworth Volunteer Centre	£35-00
100922	Halesworth Community Nursing Care Fund	£100-00

Proposer: Cllr. M. Porter

Seconder: Cllr. A. Thomas

17) Correspondence:

The Clerk reported that the Parish Council's Pensions Regulator Staging Day is July 1st. The Clerk also circulated the Centenary Fields Programme – 'Protecting Green Space across the Country' which the Councillors decided not to pursue. The Clerk then circulated the 'Clerks and Councillors Newsletter'.

The Clerk reported that Countrywild had noticed that the Village Green had moles back again. They could do it for £55 but the Council could take out an annual account. The Clerk said that as yet, he had not received a quote for the annual amount. The issue was to be discussed at the next meeting.

18) Reports from Councillors:

There were no further reports from councillors.

19) External Meetings & Training:

Cllr. Z. Mair said that she was interested in attending the next training course on planning.

20) To receive agenda items for the Parish Council Meeting to be held on June 21st 2016:

There were no agenda items for the next meeting.

The Meeting ended at 9-55pm