



Cookley and Walpole Parish Council



The Annual Meeting of the Parish Council was held at 7:30pm at the Pavilion, Walpole on 26th May 2026

Minutes:

Present: Cllr R Chase (Chair), Cllr C Leggett, Cllr Z Mair, Cllr M Porter, Cllr L Andrews, Cllr J Lewis, Cllr B Travers, Cllr A Thomas and Cllr J Winter.

Also in attendance: Tina Newby (Clerk). District Councillor J Ewart.

Apologies: Apologies were received from Cllrs J Lewvis, J Henson and County Cllr Burroughes. Cllr Andrews was absent.

- 1) **To elect a Chair for 2026 – 2027 and receive the Chair’s Declaration of Acceptance of Office:** The chairman wished to stand down. **Proposed to elect Cllr Leggett as Chairman by Cllr Mair and seconded by Cllr Lewis.** The signing of the Declaration of Acceptance of Office was completed.
- 2) **To elect a Vice-Chair for 2026 - 2027: Proposed to elect Cllr Chase as the Vice Chair by Cllr Lewis, seconded by Cllr Mair.**
- 3) **Apologies:** Cllr Henson apologies were recorded and accepted.
- 4) **To receive Declarations of Interest and confirm all Members have reviewed their Declaration of Interest Forms: Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting:** Cllrs Porter and Mair declared the usual for CookPole. Cllr Lewis declared that he works for Suffolk County Council.
- 5) **Requests for dispensations:** Consideration of any requests for dispensation. None
- 6) **To approve the Minutes of the Parish Council Meetings held on 30th April 2026:** Proposed by Cllr Porter and seconded by Cllr Chase. All in agreement.
- 7) **To receive a report from the County and District Councillors:** District Councillor Ewart will be late. County Councillor Dunning will be absent.
- 8) **Public Session:** No member of the Public.
- 9) **Highways:** Councillors to receive an update regarding Highways and Traffic. Councillors to discuss and agree any actions. There was a survey done by the old factory. The criteria has not changed since 2017. Thank you to Cllr Porter who keeps a handle of these matters. There are concerns over the increasing traffic due to Sizewell development.

- 10) **Neave Close:** Cllr Henson is absent, so no update.
- 11) **Planning Matters:** None received
- 12) **Clerk's Report, Correspondence and Donations:** The Clerk has been busy sorting out the year end for the Internal Auditor. No outstanding correspondence. No request for donations.
- 13) **Financial Report:**
- a) **Balances at the Bank on 7th May 2026:** See Appendix 1 and the end of the report.
 - b) **Payments and Receipts:** None for May 2026
 - c) **To agree the asset register for 2025-2026,** was approved, the Council noted the reduction to £12,214.00
 - d) **To approve the CIL Return for 2025-2026.** CIL return was approved, balance of £2,310.86
 - e) **To agree the Certificate of Exemption for 2025-2026.** This was approved.
 - f) **To note the Annual Internal Audit Report (AGAR) 2025-2026.** This was noted.
 - g) **To agree the Annual Governance Statement 2025-2026 (section 1 AGAR).** This was approved.
 - h) **To agree the Accounting Statement 2025-2026 (section 2 AGAR).** This was approved.
 - i) **To review the detailed internal audit report and agree actions where necessary.**
The Clerk read out the recommendations from the report.
 - I. There is no link on the website for the Register of Interest on the District Councils Website – This can be sorted as soon as possible by the Clerk
 - II. There is no budget included in the Minutes to calculate the Precept, so there was no justification for the increase in precept. There should also be the impact on Band D Council Tax property stated. The Clerk will make sure that this is done for December/January this financial year.
 - III. The Clerk needs full view and submit rights for the bank account. This was discussed and is now in progress,
 - j) **To agree the dates for the Exercise of Public Rights (3/6/26-14/7/26).** Dates were confirmed.
 - k) **To appoint an Internal Auditor for 2026-2027.** Carol Bailey is appointed again for this financial year.
- 14) **To note/discuss any concerns and agree any action:**
- a) **Cookley bend damage.** This has been reported.
 - b) **Water works, Savills, Essex and Suffolk Water.** This is for information purposes.
- 15) **To receive reports and agree any action regarding Footpaths, Trees, Cemetery and Allotments.**
- Footpaths: There is a footpath that appears to be blocked with an electronic driveway gate. **Action Cllr Winter** to look into this, and report if necessary.
- Trees: Cllr Legget has taken a cutting from a flowering bush and wishes to place this between the bridge and the school, which would aid privacy.
- Thank you to Cllr Porter for cutting down the Hazel.
- Allotments: Minor issue with an allotment plot not being used – going to be re-allocated.

District Councillor Ewart joined the meeting. There is a concern over Heveningham and wedding venues, she will be watching. NSIPS there should be compensation for the Sizewell traffic.

16) To receive agenda items for the next Parish Council Meeting: None

17) Date of next meeting 23rd June 2026

18) Close of meeting. Meeting closed at 8:47pm

Appendix 1

Cookley and Walpole Parish Council

Bank Reconciliations for 1/4/25-31/3/26

At 31st March
2026

b/f balances at 1/4/25

A/c 50287504	5870.64
A/c 40412279	11380.74 17251.38

Income received	13888.23
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Payments paid	-
	10948.30

20191.31

Less receipts not
credited at bank

0.00

Plus unpresented cheques

Clerks wages	838.48
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HMRC Tax	209.60
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Clerks Expenses	50.00
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1098.08

21289.39

**Bank Balances at
31/3/26**

A/c 50287504	9770.42
A/c 40412279	11518.97
	21289.39