



# Cookley and Walpole Parish Council



**The Annual Meeting of the Parish Council was held at 7:30pm at the Pavilion, Walpole on 28<sup>th</sup> July 2026**

## **Minutes:**

**Present:** Cllr C Leggett (Chair), Cllr L Andrews, Cllr J Lewis, Cllr Z Mair, Cllr Porter, Cllr J Winter, and Cllr A Thomas.

**Also in attendance:** Tina Newby (Clerk). District Cllr Ewart arrived late

- 1) **Welcome.**
- 2) **Apologies:** Apologies were recorded and accepted for Cllr Chase and Cllr Henson.
- 3) **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:** No additional Interests confirmed. Cllr Leggett created a form for those that had regular DoI, so as not to keep declaring them.
- 4) **Requests for dispensations:** None.
- 5) **To approve the Minutes of the Parish Council Meetings held on 23<sup>rd</sup> June 2026:** Minutes were approved by Cllr Thomas and seconded by Cllr Porter.
- 6) **To receive a report from the County and District Councillors:** No reports received.
- 7) **Public Session:** No members of the public.
- 8) **Highways:** Cllr Porter reported that the highways are not responding. Peasenhall Road was done over the weekend.  
Issues with diversion signs, not knowing where the signs are going too or where the road is closed.  
Gas pipe has been marked for repair.  
Walpole Lane being chased.  
  
Still no report from Anglian Water.
- 9) **Neave Close:** No update.
- 10) **Planning Matters:** None.
- 11) **Clerk's Report, Correspondence.** None.

- 12) To discuss and agree the donations for 2026-2027.** All s137 donations were discussed individually. All were approved for payment.

**S137 and other donations**

|                                         |                  |
|-----------------------------------------|------------------|
| Walpole & Cookley Playfield Trust       | £500.00          |
| Pear Tree Fund (Formerly HCNCF)         | £200.00          |
| Friends of Halesworth Volunteer Centre  | £100.00          |
| Alzheimer's Society                     | £50.00           |
| East Anglian Air Ambulance              | £100.00          |
| Halesworth Volunteer Centre             | £100.00          |
| Disability Advice Bureau (East Suffolk) | £50.00           |
| East Anglia's Children's Hospice        | £50.00           |
| St. Elizabeths Hospice                  | £50.00           |
| Citizens Advice Bureau                  | £50.00           |
| Halesworth and District Museum          | £100.00          |
|                                         | <b>£1,350.00</b> |

There is an additional telephone that needs repair. One being in Walpole. **Action Cllr Thomas and P Booker** will look at the telephone box and report back what is needed.

- 13) Receive an update on the outstanding action points, see action tracker.** The Burials map is still outstanding.  
Some concern was raised and noted that there appears to be a lack of records of past reservations etc.  
There should be a time limit on the reservations – Contacts should remain contactable.

Clerk now has bank statements sent to her, but still no online access.

- 14) To discuss the First Aid Training and agree any action.** This will be run in September either 19<sup>th</sup> or 26<sup>th</sup>. Date to be confirmed.
- 15) To discuss the amendment of the Emergency plan policy.** This will need to be updated as the school is no longer the muster point. Change this to the church. This needs to be recorded at East Suffolk Council too. **Action Cllrs Mair and Andrews.**

**16) Financial Report:**

**a) Balances at the Bank on 7<sup>th</sup> July 2026:** £21,289.42

**b) Payments and Receipts:**

Payments 27th July 2026

|            |                |    |         |
|------------|----------------|----|---------|
| 22/07/2026 | Will Austin    | SO | £250.00 |
| 27/07/2026 | Pear Space     | FP | £90.00  |
| 27/07/2026 | TN Expenses    | FP | £26.66  |
| 27/07/2026 | Pavillion hire | FP | £400.00 |
|            |                |    |         |

**£766.66**

Payments were approved together with the s137 donations. Additional invoice for C. Northover for SID Battery. It was noted that this was not addressed to the PC and therefore VAT could not be reclaimed.

**c) To agree the Bank Reconciliation:** Approved.

**17) To note/discuss any concerns and agree any action:**

**a) The Blyth update.** No update.

**18) To receive reports and agree any action regarding Footpaths, Trees, Cemetery and Allotments.**

Footpaths – no additional information.

Trees – nothing

Cemetery – nothing

Allotments – one plot free

**19) To receive agenda items for the next Parish Council Meeting:** Telephone box #2 and cemetery.

**20) Date of next meeting 22<sup>nd</sup> September 2026**

**21) Close of meeting.** Meeting closed at 8:45pm, but PC stayed to meet District Cllr Ewart.