



# Cookley and Walpole Parish Council



**A meeting of the Parish Council was held at 7:30pm at the Pavilion,  
Walpole on 24<sup>th</sup> February 2026**

## **Minutes:**

**Present:** Cllr L. Andrews, Cllr R Chase (Chair), Cllr J Henson, Cllr C Leggett, Cllr J Lewis, Cllr Z Mair, Cllr M Porter and Cllr J Winter.

**Also in attendance:** Tina Newby (Clerk). One member of the public, County Cllr S Burroughs.

- 1) **Apologies:** Apologies were received from Cllrs B. Travers, A. Thomas and District Cllr Ewart.
- 2) **To receive Declarations of Interest: Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting:** Cllrs Mair and Porter are part of Walpole and Cookley Playing Field Trust. Cllr Lewis works for Suffolk County Council.
- 3) **Requests for dispensations:** No requests for dispensation.
- 4) **To receive a report from the County and District Councillors:** County Councillor Burroughs reported on the following:
  - There is now a new budget of £850 million for acute services and adult care.
  - Elections are now May 2026. Shadow authority May 2027, and Mayoral elections May 2028. Normal parish council elections will be May 2027.
  - Cookley and Walpole will now be under the Halesworth Division. This will be County Cllr Burroughs last meeting with us.
  - 3<sup>rd</sup> week in March, the Government will decide on which unitary authorities will be put in place.
  - There will be a speed survey in April on Peasenhall Road. Motion to move speed from 40 mph to 30mph
  - Traffic concerns with Sizewell C development.
- 5) **Public Session:** Agenda item 10 was discussed here.

Dr Wil Harvey reported on the following:

- River Blyth is polluted predominantly (>80%) by treated and untreated sewage effluent, as opposed to agricultural sources.
- Pollutants: Nitrates, Phosphates, Ammonia, Mercury, bacteria including E. coli and forever chemicals.

- Treated sewage effluent from treatment works at Halesworth, Thorington, Wangford and Southwold.
- Untreated sewage from Combined Storm Overflows at Laxfield, Walpole, Halesworth (2) and Southwold (5). Laxfield pumping station spilled raw sewage 24 times in 2024. Walpole pumping station spilled raw sewage for days at a time in 2026
- Keep an eye on Rivers Trust Sewage Map. [therivertrust.org/sewage-map](http://therivertrust.org/sewage-map)
- There is an environment licence to pump the sewage out at Walpole but the license has not been actioned, therefore it is neither permitted or unpermitted! Report all occasions to the environmental agency and Anglian Water as they are doing this illegally
- **Action RC** to formulate a repose to Environment Agency objecting to the licence.
- **Action RC** to write to Anglian Water.
- **Action Clerk** to contact Laxfield – Peter Lowe asking for his views.

6) **To approve the Minutes of the Parish Council Meeting held on 27<sup>th</sup> January 2026.** Resolved to approve the minutes as a true record of the proceedings. **Unanimously approved.**

7) **Matters arising from November meeting:**

- a. Training update (ZM) (18/11/25 8) confirmed training date is 21/3/26, asking for £10 per person. There will be two sessions, one in the morning and one in the evening, pay in advance into PC bank account.
- b. Noise complaint process [Domestic noise complaints | East Suffolk Council](#). (18/11/25 17) **Action Clerk** to speak with Huntingfield parish council and Heveningham parish council, for their views.
- c. Receive an update on the semi fallen tree (27/1/26 9), Cllr Leggett resolved this.
- d. Receive an update on the steel pipework into drain (27/1/26 9) Cllr Porter resolved this.
- e. Receive an update on the letter to Flagship (27/11/26 13) Cllr Chase sent a letter and is waiting for a reply.
- f. Receive an update on the email and data transfer problems (27/1/26 14). Cllr Travers has sorted the email access and is waiting on a date for the data transfer.
- g. Receive and update on the Risk Assessments for Litter Pick and Cemetery grass cutting. (27/1/26 15 16) the Clerk has produced all of the above.
- h. Receive and update on the contract for Will Austin (27/1/26 15). Contract has been written and will be signed between meetings.

8) **Highways:** Roadworks on Peasenhall Road was done over two days, but nothing appears to have been completed.

9) **Flooding:** A redacted email from a resident was discussed. Halfway up Linstead Road, 2<sup>nd</sup> drain blocked and rainwater runs down the road. Bramfield Road. Walpole Lane, Multi drains are blocked. **Action Clerk** to forward the concerns to deputy of flooding Suffolk County Council.

10) **Anglia Water collection of waste water and treat it at Halesworth Sewage Treatment Works.** As discussed under item 5.

11) **Training and webinars/workshops:** noted.

- East Suffolk Design Code Engagement Workshop 18<sup>th</sup> March 7.30-9pm virtual. Cllr Travers had expressed an interest in this course.
- Emergency Preparedness and Building Community Resilience Webinar 27<sup>th</sup> February 1-2.30pm - noted
- Neighbourhood Planning Guidance for Infrastructure and Community Infrastructure Levy CIL Documents Consultation 4/2/269 – 18/3/26 – noted.
- Invitation to Halesworth and District Reopening evening (Museum) 31<sup>st</sup> March 6.30 – 8.00pm – noted.

**12) Village School Building:** The sale is in progress and will be residential use.

**13) Neave Close:** Ongoing.

**14) Planning Matters:** None.

**15) Clerk's Report, Correspondence and Donations:**

- a. Booked to attend Cemetery training. Confirmation of expenses £200 pa. as previous Clerk. The Clerk reported that she had booked to attend, but had to cancel, will book the next course when it becomes available.

The £200 Clerks expenses was confirmed as before £50 per quarter. First payment will be March.

- b. To review and adopt existing and new policies.

- Internal control statement for March 2026
- Data Protection Policy
- Standing Orders
- Bullying and Harassment
- Financial Regulations
- Risk Assessment
- IT Policy
- Freedom of Information Model Document Scheme

All the above were approved on block. **Unanimously agreed.**

- Civility and Respect Life Pledge
- Councillor Statement of Assurance
- Civility and Respect Guideline

The Parish Council agreed not to sign up to this due to the small print (Must attend training).

- c. To review the Asset Register for 2025-2026. Nothing has changed from last year.

**16) To review and update new and existing policies:** Duplicate – cancel.

**17) Financial Report and agree any action:**

- a) **Balances at the Bank on 24<sup>th</sup> February 2026:**
- |                   |            |
|-------------------|------------|
| Community Account | £10,340.42 |
| Reserves account  | £11,489.88 |

TOTAL £21,830.30

b) **Payments and Receipts:**

No payments submitted by the Clerk.

Councillor Leggett submitted an invoice for the fallen tree of £260.00, this was agreed,

The Clerk has reported she still does not have access to view the bank account.

c) **To discuss the allocation of the CIL funds.**

The CIL funds need to be spent by the end of 2027. There is need for the Clerk to have a laptop due to the current data issues and concerns. This is also part of the Assertion 10 item for Annual Governance Statement 2025-2026. This could be used with some of the CIL funds. The Clerk stated that 121 Computers in Diss are used to providing laptop spec for parish councils. **Action Clerk** to source a quote and send to the councillors for agreement. The laptop needs to be set up by the time of the data transfer from the exiting Clerk.

**18) To receive reports and to agree matters regarding Footpaths; Trees; Cemetery and Allotments:**

Footpath in wet wood has been cleaned. The footpath signs are missing. **Action** to be reported. Bridleway marked Old Greenway Farm should have a finger post on the road by Greenway Farm and one on Greenway Farm. Cemetery – wording for reservations not decided. Allotments had a general tidy up, community grant 'Field to Fork' raised the beds. Apple trees have been pruned.

**19) To receive agenda items for the next Parish Council Meeting:** None at the time of the meeting.

**20) Date of next meeting: 24<sup>th</sup> March 2026.**

**21) Close of meeting. 9.05pm**