

WALBERSWICK PARISH COUNCIL

NOTICE OF EXTRAORDINARY MEETING

Dear Councillors

You are summoned to an Extraordinary meeting of Walberswick Parish Council on Monday 5th June 2017 at 7.15pm in the Annex of the Village Hall. **Planning Papers will be available from 6.45pm**

Yours faithfully



Chairman of Walberswick Parish Council

1. **Chairman's welcome and Councillor Mackay to sign her Declaration of Office.**
2. **To consider and approve any apologies for absence.**
3. **Declaration of Interest and Requests for Dispensation:** Councillors to declare any interests. Notwithstanding this item Members may declare an interest at any point in the Meeting.
4. **To consider the Minute of the Meeting of 15th May** for accuracy and for the Chairman to sign as a true record.
5. **Finance Matters - The Annual Return to BDO**
 - a) To consider and accept the Statement of Accounts for the year ending 31st March 2017 and to consider the Annual Return for BDO
 - b) To prepare the **Annual Governance Statement at Section 1** of the Annual Return. Councillors to assure themselves that the Accounts have been prepared in accordance with Regulations and to authorise the Chairman to sign the Annual Return to confirm this.
 - c) To check the figures in **Section 2 of the Annual Return** and for the Chairman and Clerk to sign the proforma on behalf of the Council.
 - d) **The 20mph** scheme was subject to an agreement that the Parish Council would contribute a third of the costs of this scheme along with the Commons Land Trust and County Councillor Michael Gower or his successor. The total cost of the scheme (design and works) came to £13,986.81. The Council is to be invoiced for one third, which amounts to £4,662.27.
6. **Playing Field**
Councillors to retroactively adopt the lease from WCLC which was drawn up in 2009 but not subject to formal adoption by WPC. The lease to then be registered with the appropriate authority.

With reference to WPC Financial Standing Orders & Budgetary Control and Authorisation to Spend,

s4.5. allows expenditure up to £1000 to be used for repair, replacement or other work, whether or not there is a budgetary provision for the expenditure if, in the Clerk's judgement, there is a risk to the delivery of the Council's services. It is deemed that the fencing around the playing field presents such a risk and the Clerk recommends that the Council accepts Paul Denny's quote of £860.00 to complete the work as soon as possible.

7. Planning Matters

To consider a response to Applications DC/17/1897/TCA, DC/17/1952/TCA, DC/17/1971/TA for tree work on existing trees.

PAG Response stated that these applications relate to the care and maintenance of existing trees and as such should have no adverse effect on the Walberswick tree scape. The PAG notes the applications but otherwise has no further comment to make.

DC/17/1930/FUL – replacement side extension to a single family dwelling. The existing rear upvc conservatory is proposed to be replaced with a new painted timber conservatory. Existing upvc windows are proposed to be replaced with new painted timber sash windows For Dr A Violaris, Vine Cottage, The Green, Walberswick IP18 6TX
PAG response awaited

DC/17/2086/FUL – Construction or replacement annex to provide guest accommodation in conjunction with Westons, The Street, Walberswick.

8. Date of Next meeting

Monday July 17th 2017 at 7.15pm in the Annex of the Village Hall

Meetings for 2017-18

October 16th 2017

January 15th 2018

March 19th 2018

May 21st 2018 (Annual Parish Council meeting)