

WALBERSWICK PARISH COUNCIL

Clerk: Mary Mitson-Woods walberswickclerk@gmail.com

NOTICE OF MEETING

Dear Councillors

You are summoned to a meeting of Walberswick Parish Council on 12th November 2018 at 7.15pm in the Annex of the Village Hall. If there are any planning applications, plans to accompany them will be available to view from 7pm.

Yours faithfully



Clerk/RFO to Walberswick Parish Council
5th November 2018

1. **Chairman's welcome and Bailey Bridge update**
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. **Open Forum:** The Chairman will open the Meeting for no longer than 15 minutes for members of the public to be invited to give their views on issues on this agenda or raise issues for future consideration in accordance with S.O. 3f— 3k. Members of the public may not take part in the Parish Council meeting itself.
5. **To receive a report from County Councillor Richard Smith** if present (*10 mins maximum*)
6. **To receive a Report from District Councillor Michael Gower** if present (*10 mins maximum*)
7. **To consider the Minute of the Meeting of 8th October 2018 for accuracy and for the Chairman to sign as a true record.**
8. **To receive the oral report and draft Minute from the Safety Committee held on 31st October 2018** (*paper attached*) - Councillor Lewis
9. **Finance Matters** (*five reports attached*)
 - 9.1. Bank Reconciliation Lloyds Account to 26th October 2018
 - 9.2. Bank Reconciliation HSBC Account to 1st November 2018
 - 9.3. Performance Against Budget Report
 - 9.4. To approve items on the Authorisation to Pay Sheet
 - 9.5. First draft of Budget for 2019/20

Note: This meeting is subject to the WPC Protocol for Reporting of meetings and therefore may be recorded. The full protocol and all the meeting associated papers can be viewed at <http://walberswick.onesuffolk.net/walberswick-parish-council/>

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10. Walberswick Allotments (3 papers attached)

- 10.1. To consider draft allotment tenancy agreement
- 10.2. To consider draft allotment rent policy
- 10.3. To consider and set the annual rent to take effect from 1st April 2019

11. Policy review - Councillor Lewis (2 papers attached). The Council to consider the adoption of the following policy and protocol:

- 11.1. Policy for dealing with the press and other media
- 11.2. Protocol for reporting of meetings

12. Consultation on the Proposal by Natural England Statutory Access Team for exclusion of new coastal access rights on saltmarsh between Dunwich and Walberswick (Paper and Map attached)

13. Proposal for beginning the Heritage Hut Renovation and the Hut's uses and management.

Following on the work of the Heritage Hut/Scroll Committee working group, and the decisions taken to date on fund-raising, design, uses and planning approval for the Heritage Hut, the WCLC submitted a proposal to the Council for the renovation of the Heritage Hut and future arrangements for its use and management. The Council will consider and make a resolution on the proposal. (Paper attached)

14. Oral Reports from Councillors on areas of responsibility:

- 14.1. Footpaths and Highways – Councillor Sutherland-Rogers
- 14.2. Litter – Councillor Mackay
- 14.3. Property – Councillor Richardson
- 14.4. Traffic Management and Car Parks – Councillor Bassinette
- 14.5. Speed Indicator Display – Councillors Sutton and Winyard
- 14.6. Playing Fields and the Green play area – Councillors Sutton and Richardson
- 14.7. GDPR, SALC & Website – Councillor Lewis
- 14.8. Appointment of tree warden – Clerk

15. Planning Applications

- 15.1. **DC/18/3388/FUL** To consider a Planning Application for Ryefield (PAG report attached)
- 15.2. **DC/18/2444/VOC** To consider variation of conditions 7 & 8 of DC/16/4406/FUL for Salix (Can be viewed here: <https://publicaccess.eastsuffolk.gov.uk/online-applications/>)

16. Date of next meeting: 10th December 2018 and to appoint a Minute taker for the meeting

Councillors to forward any matters for the next Agenda to the Clerk by end of day Wednesday 28th November 2018.