

## WALBERSWICK PARISH COUNCIL

Clerk: Mary Mitson-Woods [walberswickclerk@gmail.com](mailto:walberswickclerk@gmail.com)

### NOTICE OF MEETING

Dear Councillors

You are summoned to a meeting of Walberswick Parish Council on 11<sup>th</sup> March 2019 at 7.15pm in the Annex of the Village Hall. Plans to accompany Planning Applications will be available to view from 7pm.

Yours faithfully



Clerk/RFO to Walberswick Parish Council

4<sup>th</sup> March 2019

1. **Chairman's welcome**
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
6. **To receive a report from District Councillor Michael Gower** if present
7. **To consider the Minute of the Meeting of 11<sup>th</sup> February 2019** for accuracy and for the Chairman to sign as a true record.
8. **Finance Matters** (*six reports attached*)
  - 8.1. Bank Reconciliation Lloyds Account to 28<sup>th</sup> February 2019
  - 8.2. Bank Reconciliation HSBC Account to 1<sup>st</sup> March 2019
  - 8.3. Performance Against Budget Report
  - 8.4. To approve items on the Authorisation to Pay Sheet
  - 8.5. Internal Controls Checklist Report – Councillor Sutherlands-Rogers
  - 8.6. Community Infrastructure Levy Report

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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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9. **Annual Risk Assessment** – Clerk (*report attached*)
10. **Sizewell C Consultation Update** -- Councillor Lewis
11. **Heritage Hut** – To approve the draft lease between WPC and WCLC and resolve that the lease be signed upon agreement with the WCLC – Councillor Bassinette (*report attached*)
12. **Playing field** – To approve the draft licence between WCLC and WPC and resolve that the license be signed upon agreement with the WCLC – Councillor Bassinette (*report attached*)
13. **Resolution to adopt a Commemorative Memorials Policy** – Councillor Sutherland-Rogers (*report attached*)
14. **To resolve that the annual fete takes place on the Village Green on 24<sup>th</sup> August 2019**
15. **Update on Process for Parish Council elections** - Clerk
16. **Oral Reports from Councillors and Clerk**
  - 16.1. Footpaths and Highways – Councillor Sutherland-Rogers
  - 16.2. Litter – Councillor Mackay
  - 16.3. Property – Councillor Richardson
  - 16.4. Traffic Management and Car Parks – Councillor Bassinette
  - 16.5. Speed Indicator Display – Councillors Sutton and Winyard
  - 16.6. Playing Fields and the Green play area – Councillors Sutton and Richardson
  - 16.7. GDPR, SALC & Website– Councillor Lewis
  - 16.8. Allotments – Clerk
17. **Planning Applications**
  - 17.1. **DC/19/0530/FUL** Manor House, The Street. IP18 6UG. For the removal of the existing plant room and for the erection of a swimming pool 'lodge' with art studio above and attached plant room. Mr and Mrs Felton
  - 17.2. **DC/19/0135/FUL** - remove timber sheds/buildings and replace with formal structure. Ms Freud, The Stables, The Street, IP18 6UH.
18. **Date of Annual Parish Meeting** – Thursday 18<sup>th</sup> April at 7.15 in the Village Hall
19. **Date of Next Meeting:** 8<sup>th</sup> April 2019

Councillors to forward any matters for the next Agenda to the Clerk by end of day Wednesday 27<sup>th</sup> March 2019