

WALBERSWICK PARISH COUNCIL

Clerk: Mark Knight : walberswickclerk@gmail.com

NOTICE OF MEETING

Dear Councillors:

You are summoned to a meeting of Walberswick Parish Council on Monday 10th October 2022 at 7pm.

To be held at the Heritage Hut, The Green, Walberswick, IP18 6TT

Members of the public who are interested in attending the meeting remotely should email andrew.wpcouncillor@gmail.com BEFORE 6pm on the day of the meeting for connection details.

Yours faithfully



Clerk to Walberswick Parish Council
Tuesday 4th October 2022

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/>

Walberswick PC Agenda 10/10/2022

1. **Welcome from The Chair**
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 Chair 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 East Suffolk District Councillor David Beavan** (if present).
7. **To consider the Minutes of the Meetings of 11th July 2022 for accuracy** and for the Chair to sign as a true record.
8. **Planning** (See East Suffolk District Council planning website for details of planning applications for items below <https://publicaccess.eastsuffolk.gov.uk/online-applications/>) (2 reports attached).
 - 8.1 **Applications considered under delegated authority**
 - 8.1.1 The Thatched Cottage, The Street DC/22/2417/FUL.
 - 8.1.2 Garland, Lodge Road DC/22/2539/FUL.
9. **Finance Matters 2021/2** (2 reports attached)
 - 9.1 External Audit Report & Certificate (2021/2)
 - 9.2 Notice of Conclusion of External Audit (2021/2)
10. **Finance Matters 2022/3** (6 reports attached)
 - 10.1. Review bank receipts/budget & payments/budget (as at 30th September 2022)
 - 10.2. Approve bank reconciliation (to 30th September 2022)
 - 10.3. Review of Budget & Authorisation of Virements (2022/3)
 - 10.4. Approve items on the Authority to Pay Sheet
 - 10.5. Option to opt out of SAAA Central External Auditor Arrangement (2022/7)
 - 10.6. Annual insurance cover renewal (1st October 2022)

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11. To consider the quotes for the replacement noticeboards *(1 report attached)*
12. Waste Bins *(1 report attached)*
13. To receive the reports from the Scroll Advisory Group *(2 reports attached)*
14. Use of Walberswick Scroll pictures in support of the Scroll Restoration Fund *(1 report attached)*
15. Policy Review
 - 15.1 Records retention and management
 - 15.2 Data protection and information security
 - 15.3 Subject access requests
 - 15.4 Equal opportunities
 - 15.5 Risk assessment template
 - 15.6 Memorials donation policy
16. **Oral updates from Councillors on areas of responsibility if relevant**
 - 16.1. Footpaths and Highways.
 - 16.2. GDPR, SALC & Website.
 - 16.3. Playing Fields and the Green play area.
 - 16.4. Safe Spaces and Harbour Management.
 - 16.5. Sizewell and other power related development. *(1 report attached)*
 - 16.6. Neighbourhood Plan.
 - 16.7. Village News.
17. **Oral Committee reports if relevant.**
18. **Clerk's Report.** *(1 report attached)*
19. **Matters Arising**
20. **Date of Next Meeting:** Monday 14th November 2022 at 7pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Friday 4th November 2022

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