

WALBERSWICK PARISH COUNCIL

The Minute of the meeting of Walberswick Parish Council held in the annex of the village hall on Monday 10th December 2018 at 7.15pm. Plans for Applications DC/18/4577/FUL and DC/18/4458/OUT were available before the meeting. As resolved at the November meeting, Minutes were taken by Councillor Lewis

Present: *Councillors Bassinette (in the chair), Lewis, Mackay, Sutton and Winyard. County Councillor Richard Smith. District Councillor Michael Gower arrived later in the meeting. Additionally, members of the public.*

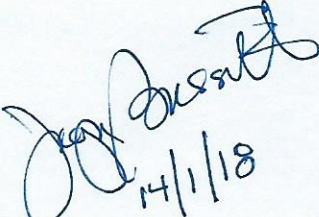
274/18 Chairman Councillor Bassinette welcomed Councillors and members of the public to the meeting. She explained that Councillor Gower was expected to arrive later in the meeting due to a clash with another Parish Council meeting and that the agenda would be amended as required to allow him to present his report and take questions from the meeting when he arrived. She also explained that the final agenda item was "Exempt Business" and the public would be excluded for this particular agenda item.

275/18 Apologies for absence. Councillor Sutherland-Rogers sent her apologies due to a family commitment. Mary Mitson-Woods (clerk) sent her apologies due to holiday. Councillor Richardson sent her apologies due to illness. Resolved that these apologies were accepted and approved by the Council.

276/18 Declarations of interest – None

277/18 Public Forum. Matters raised:

There were several statements made by members of the public present in support of WPC, and the work and effort that the Council does, in the face of unwarranted pressure from 3 villagers. There was widespread dismay that not only was the Council forced to face extra work, but that the precept would have to be increased to absorb the cost of the actions taken by these objectors against the interests of the rest of the villagers. There were requests for the 3 to be publicly named and for the Chairman's statement from the last meeting to be circulated to every house in the village via flyers in the Village News or similar. The Chairman thanked the public for their expressions of support which meant so much to all the Councillors but explained that as a public body WPC were currently precluded from naming the three objectors. The Chairman agreed that she would provide an update to her statement after the January 2019 WPC meeting, at which point the size of Precept would have to be decided by the Council and the village would need to be informed on the amount and the reasons for it. In the meantime, in response to the requests of the members of the public, it was agreed that a reference to the Chairman's Statement, and the link to its posting on the Village website, would be placed in the Village News. A question was raised on whether the public could have sight of the objections raised relating to the audit. The Chairman explained that the rules on disclosure for audit objections were different to those used for FOI's, but this will be investigated and, if proper, there would be an opportunity to provide public visibility of the objections after January. The Chairman also updated the meeting that none of the objectors would agree to withdraw, so responses by the Council for the auditors would continue. All efforts would be made to ensure that as much work was done unpaid by WPC to minimise work of the auditor and therefore minimise the cost incurred. A question was asked about whether the Council had any plans to do repair work on the green following the hot summer and other damage from heavy use and repair equipment. It was agreed that this would be considered during the budget agenda item.


14/1/18

278/18 Report from County Councillor Richard Smith

Councillor Smith provided an update on the Bailey Bridge and praised WPC for their tenacious and persistent approach to getting the footbridge reopened. Works to install over-plating with galvanised mesh will finish by 13th Dec and bracing would be fixed 14th – 16th Dec, so works were still on schedule for public use by Christmas. He also provided an update on the likelihood of an increase in the Council tax in the coming year particularly arising from the increase in mandated social care spending. The base amount would likely be 2.99% which is the maximum allowed without a referendum plus 1% towards the social care budget. He informed the meeting that the third round of consultations on Sizewell C were starting in January and encouraged Walberswick to be actively involved. The Council confirmed that it would arrange for a meeting with EDF to take place in the Village.

279/18 Report from District Councillor Michael Gower

Cllr Gower arrived later in meeting and standing orders were suspended to allow the report. He reported on events in other parishes within his remit including where there had been unapproved building in a conservation area and mentioned that District Planning was taking action where planning applications had been violated. The Chairman offered thanks to Councillor Gower for his support in getting the footbridge issue resolved. He was asked by a member of the public on whether anything had been issued regarding the local plan. The Clerk will check this and report back.

280/18 It was resolved that the Chairman should sign the Minute of the meeting of 12th November 2018 as a true and accurate record.

281/18 Lloyds Bank account **1763 Reconciliation.** The Chairman passed the bank statement to Councillor Mackay who checked it and confirmed that it agreed with the Reconciliation Sheet. It was resolved that the Reconciliation Sheet accurately reflected the bank statement.

282/18 HSBC Account **1870 Reconciliation.** The Chairman passed the bank statement to Councillor Mackay who checked it and confirmed that it agreed with the Reconciliation Sheet. It was resolved that the Reconciliation Sheet accurately reflected the bank statement.

283/18 Performance against budget. The document was noted by Councillors.

284/18 Authorisation to Pay. It was resolved that cheques should be issued for the items on the Authorisation to Pay Sheet.

285/18 Draft Budget for 2019/20. The revised draft budget (which now incorporated the suggested amendments from the November WPC meeting) was considered and it was resolved that the alterations discussed (summarized below) be integrated into the final draft for consideration. It was resolved to complete deliberations of the budget at the January meeting and to set both the final budget and precept for 2019/20 at the January 2019 meeting.

- Amend £800 on external audit costs to £5000 as this now appeared to be a more realistic amount. The Chairman would check with the Auditor in advance of the January meeting for the best estimate.
- Election – budget costs: budget £100 (by assuming an uncontested election) as per SALC advice, holding within reserves the £950 that it would cost if the election is contested.



- Legal fees: 2018/19 spend likely to be circa. £1500-2000 to cover the costs the legal work but a much lower amount of £500 would be reasonable for 2019/20 given the number of "one-offs", particularly those associated with leases/licenses that would be completed in 2018/19.
- Attend to quality of Green (as per public Forum request): add £200 to General Maintenance
- Noticeboards – It was agreed that there only needed to be one location for a hard copy display of WPC notices and that most people used online versions. Given that an additional notice board at the VH would be circa. £1000, it was agreed to suggest to budget £500 and to use this to improve the Stocks Lane notice board only.

286/18 Policy review. Resolved that the new Employment Policy is adopted by Council and published. Resolved that the holiday leave and absence Policy is adopted by Council and published

287/18 Oral reports: Councillors provided updates, if any, on areas of responsibility.

Traffic management: Councillor Bassinette reported that the Traffic and Parking Review Group had held consultations with Villagers to get input from those who lived around the Green, around the Church and from businesses given the special characteristics of the parking and traffic needs and impact in these areas.

SID: Councillor Winyard reported that a request would be in the January Village News to appeal for volunteers to move and charge the SID.

Playing field and green: It was agreed to find out when the repairs on the play area would be complete and the area reopened. It was agreed that the Chairman would get advice on this.

SALC: Councillor Lewis reported back on a recent SALC Suffolk Coastal meeting he attended where the importance of having an emergency plan was compellingly presented. There was a high degree of support from both Councillors and members of the public present (standing orders were suspended to allow input from the public on this topic). It was resolved that Councillor Lewis would progress this, including discussions with other relevant Village organisations, with a view to having something to present perhaps by the time of the Annual Parish meeting.

288/18 Planning Applications:

DC/18/4577/FUL Crowthers, Church Field, Walberswick for Mr Simon Robinson. Resolved that the Council accepted the opinion of the Planning Advisory Group and support the application.

DC/18/4458/OUT 4 Moorside, Walberswick for Mr and Mrs Leonard. Resolved that the Council accepted the opinion of the Planning Advisory Group and object to the application.

289/18 Exempt business: On the basis of the following proposal by Councillor Lewis that "In Accordance with the Public Bodies (Admission to Meetings) Act 1960 the public and press should be excluded from the next agenda item because publicity might be prejudicial to the special nature of the business – namely employment matters." It was resolved that the public and press be asked to leave the meeting at this point. The Chairman closed the public part of the meeting at 20.25. A full discussion was then held amongst the Councillors and the following resolutions were recorded:

- 1) Resolved to split the role of RFO and Clerk for WPC thus creating two separate positions, together approximately covering the same number of hours currently held by the Clerk.
- 2) Resolved to commence the employment process for an RFO

- 3) Resolved to give to the employment working group the task of creating the job description and advertising it appropriately, identifying one or more suitable candidates and to bring a recommendation on a preferred candidate to the Council for the Council's decision preferably by the February 2019 meeting in order for the position to be in place in March 2019 if possible.
- 4) Resolved to revise the financial standing orders to allow for the split of the Clerk/RFO role and bring the proposed revisions to the January or February 2019 meeting for consideration.

The meeting closed at 21.05

Date of next Meeting: Monday 14th January 2018

Items for next Agenda to the Clerk by Wednesday 2nd January

A handwritten signature in blue ink, consisting of a stylized, cursive name.