

WALBERSWICK PARISH COUNCIL

The minutes of the Parish Council meeting held on Monday 13th June 2022 at 7pm.

Present (physically): Councillors Lewis (Chair), Bassinette, Richardson and Whiting. Only Councillors physically present can speak (except during the public forum or if standing orders are temporarily suspended) and vote.

Also in attendance (via Zoom) were one (1) other member of the public, Cllr. Sutherland-Rogers, District Councillor David Beavan, Mark Knight the Parish Clerk and Simon Ashton the Responsible Financial Officer.

026/22-23 Welcome by the Chair.

The Chair welcomed those present to the meeting.

027/22-23 To consider and approve any apologies for absence.

Apologies were received from Cllrs. Sutton and Tucker.

028/22-23 Declaration of Interest and Requests for Dispensation.

None.

029/22-23 Open Forum -

None.

030/22-23 To receive a report from Suffolk County Councillor Richard Smith

C Cllr. Smith was not in attendance.

031/22-23 To receive a report from East Suffolk District Councillor David Beavan

Cllr Beavan reported that decisions regarding proposed changes to the planning referral panel had not been successful. It had been hoped that these changes would allow a Ward Member to call in an application and to be able to speak on it. But the changes which were approved only allowed Ward Members to speak when called upon by the panel. Cllr. Beavan confirmed that he would continue to campaign to make sure villages and Parish Council's are heard in the planning process.

Cllr. Beavan also reported that he had been appointed a group leader for the upcoming elections in 2023 and had recently taken part in team building exercises in Walberswick.

Finally, it was reported that a 100% premium in the Council Tax had been proposed for second home-owners and Cllr. Beavan was campaigning for this to be spent on much needed new social housing.

Signed 

Dated ¹¹ 11 JULY 2022

There were no questions.

032/22-23 To consider the minutes of the meetings of 9th May 2022

The minutes of the 9th May 2022 were **APPROVED** with the Chair to sign the minutes and to retain them until they can be handed to the Clerk in person.

033/22-23 Planning

033/22-23.1 To note the decisions made under delegated authority since the last meeting

033/22-23.1.1 Mariners, Ferry Road DC/22/1616/FUL

The application was **SUPPORTED** under delegated authority. This was **NOTED**.

033/22-23.2 Applications for consideration

033/22-23.2.1 Longwood, Church Field DC/22/1776/FUL

The Council **RESOLVED** to **OBJECT** to the application due to the proposed materials not being inappropriate for the location, and the resulting house not satisfying the relevant policies of the Suffolk Coastal Local Plan.

The over-provision of living space, kitchen and entrance raising additional concerns that the proposal is effectively for a second attached dwelling on the site.

The application would cause harm to:

- The Walberswick Conservation Area (a designated heritage asset)
- The setting of St Andrew's Church (a Grade I listed asset)
- The residential amenity of neighbouring properties • Erosion of the sense of privacy

District Councillor Beavan left the meeting at 7.14pm.

034/22-23 Finance Matters 2021/22

034/22-23.1 Review & Approval of SALC Internal Auditor's report and effectiveness

The Council noted the excellent report given by the auditors and the Responsible Financial Officer was thanked for all his hard work pertaining to the clean and accurate audit process. The report was **ACCEPTED** and **APPROVED** and was

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deemed to be very effective, and so it was **RESOLVED** not to request an action plan be submitted to the July Council meeting.

It was **RESOLVED** to review the Earmarked Reserves as per the policy and it was **AGREED** that:

£9,600 was allocated to the replacement of the Pirate Ship.

That the Council continue to allocate a contingency reserve equal to one year's running costs - £19,958. But that in future years this to be reviewed to spend these reserves on agreed projects; or reduce the precept. It was also **NOTED** that some projects were already underway.

034/22-23.2 Review & Approval of Statement of Accounts

The council expressed appreciation for the high quality of the accounts. The Statement of Accounts were then **APPROVED** unanimously.

034/22-23.3 Review & Approval of AGAR Section 1 Annual Governance Statement

It was **RESOLVED** to **APPROVE** the Annual Governance Statement and for the Proper Officer and Chairman to sign.

034/22-23.4 Review & Approval of AGAR Section 2 Accounting Statements

It was **RESOLVED** to **APPROVE** the Annual Governance Statement and for the Responsible Financial Officer and Chairman to sign.

034/22-23.5 Review & Approval of AGAR Section 2 Explanation of Variances

The explanations given by the Responsible Financial Officer were reviewed and **APPROVED**.

034/22-23.6 Review & Approval of Notice of Public Rights

The dates for the Exercise of Electors' Rights were **APPROVED** as being between Monday 20th June and Friday 29th July 2022 with all relevant papers being published on Friday 17th June 2022 both on the website and notice board.

035/22-23 Finance Matters 2022/3

035/22-23.1 Approval of Appointment of Internal Auditor

It was **AGREED** to appoint SALC as the Internal Auditor for the 2022/3 financial year. All in favour.

035/22-23.2 Review bank receipts/budget & payments/budget as at (31 May

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2022)

It was **RESOLVED** to accept the figures as presented.

035/22-23.3 Approve bank reconciliation (to 31 May 2022)

The paper was presented and it was **RESOLVED** to accept the figures with Cllr. Bassinette being authorised to review and sign as appropriate.

035/22-23.4 Approve items on the Authority to Pay Sheet

It was **AGREED** to pay all items on the sheet. Cllrs. Bassinette and Lewis were authorised to make the electronic payments. All in favour.

The Responsible Financial Officer then left the meeting at 7.32pm.

036/22-23 To note the minutes from the Annual Parish Meeting held on the 11th May 2022

The minutes were **NOTED**.

037/22-23 To discuss the draft signage for footpaths in the village

The proposal detailed in the already published report was **AGREED** and it was also agreed that the positive language worked well. Cllrs. Lewis, Bassinette and Sutton would meet to agree the best place for the signage to be put up.

038/22-23 To discuss the replacement of the noticeboard

It was **AGREED** that the Stocks Lane noticeboard needed to be placed in the current year and for the replacement to celebrate HM The Queen's Platinum Jubilee. It was **NOTED** that £1,000 had already been pledged by C Cllr. Richard Smith for this purpose.

It was **AGREED** to authorise the Parish Clerk to approach C Cllr. Smith and source three quotes with the following specifications.

- To retain the current size (24 sides of A4).
- Weatherproofed both sides.
- One side lockable, with one side available for public use.
- To be Platinum Jubilee themed.
- To be made out of wood, which is the traditional material.
- To be on two legs.
- A title board to be added with the name of the parish Council and that of the occasion of HM The Queen's Platinum Jubilee.

This item to be placed on the July Council agenda for a decision to be made. All in favour.

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039/22-23 Consultation with WPC on possible changes at B1125/B1387 intersection to deal with Sizewell C traffic safety and traffic impacts

Cllr. Bassinette reported on a recent meeting which detailed mitigation options for the Blythburgh junction. One option was to block off the B1387 by junction with the A12 and access to Walberswick would then be by Dunwich Road to Blythburgh with a split entrance road to A12 from B1387.

Another option would be to close the B1125 at the B1387 when the construction work on Sizewell C begins.

It was reported that when the options are finalised then they will be presented to the parish Council for comment and approval.

It was **AGREED** to let Cllr. Bassinette progress with the engagement work as detailed and consult with the wider village when the options are received.

040/22-23 Pavilion and Pirate Ship

Cllr. Lewis reported on the safety of the base of the Pavilion. The two options were to remove the foundations and base or fill the area with soil. It was **AGREED** to tape off the area to make safe while the future of the site is discussed.

Cllr. Lewis also reported on a generous offer from a member of the public to contribute towards the replacement of the pirate ship which has been removed for health and safety reasons.

There would now be a meeting on site on the 23rd June with the contractor to speak about ordering and installation details.

041/22-23 Fund raising for current and future projects

Cllr. Lewis reported on a recent offer from a member of the public to donate their £400 heating grant to be given in October 2022 to those more in need. It was **AGREED** that Cllr. Lewis would contact the Walberswick Common Lands Charity to progress this idea due to their experience in administering local charitable initiatives and report back to the July meeting of the Council.

It was also **AGREED** that any fundraising on behalf of the Parish Council would be towards the purchase of a Multi-Use Game Area.

042/22-23 Oral updates from Councillors on areas of responsibility if relevant:

042/22-23.1 Footpath and Highways

Standing Orders were suspended at 8.29pm.

Cllr. Sutherland-Rogers reported that an email had been received from a member of

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the public about the a speeding problem by the Tuck Shop and wondered whether a speed awareness device could be placed there.

Cllr. Sutherland-Rogers also presented the signage for the three Lodge Road Bridleway posts which were aimed at deterring illegal cycling through the Marshes to Dunwich on Walberswick footpaths. The mock-up detailed the correct route cyclists must take. It was **AGREED** to place these signs at the previously agreed locations.

It was also reported that cycling generally on footpaths continued to be a problem with several other signs having been ripped down. These had been reported via the Suffolk County Council online reporting tool.

Standing orders were reinstated at 8.35pm.

042/22-23.2 GDPR, SALC and Website

No report was given.

042/22-23.3 Playing Fields and the Green play area

It was reported that several areas had not yet been cut as part of the contract with Norse. The Parish Clerk would chase this service and report back.

042/22-23.4 Safe Spaces and Harbour Management

No report was given.

042/22-23.5 Sizewell and other power related developments

There was nothing further to report.

042/22-23.6 Neighbourhood Plan

It was reported that the Housing Needs Survey had now been delivered and every household now had two weeks to complete and return it. A member of the Steering Group was also chasing a contractor for work on the Character Assessment and the 2022/3 grant monies were now also being chased with a payment expected in late June.

It was also reported that the review of the natural and managed landscape was needed to be completed by a contractor as the Steering Group did not possess the skills, but that this would come in at £529 over budget. It was then **AGREED** to fund this payment from the Parish Council general reserves. All in favour.

042/22-23.7 Village News

The items to include in the Village News were discussed and agreed with follow up

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by Cllr Sutherland-Rogers with the Chair and Vice-Chair as usual.

043/22-23 Oral Committee Reports if relevant

No reports were given.

044/22-23 Clerk's Report

The Clerk reported on the proposed structure of the written Clerk's report which would detail emails sent, an action point sheet and any new matters arising which would be placed on future agendas. It was **AGREED** to receive this report in this format from now on.

It was also **NOTED** that the May 2023 meeting would be moved to the third Monday in the months to accommodate the local elections.

045/22-23 Matters Arising

There were no matters to address at this stage.

046/22-23 Date and Time of next meeting was confirmed as Monday 11th July 2022 at 7pm.

The time and date of the meeting was confirmed as above.

The meeting closed at 8.52pm.

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