

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 Monday 12th March 2018 at 7.15pm in the Annex of the Village Hall. Plans for Planning Application will be available to view from 7pm.

Yours faithfully



Clerk/RFO to Walberswick Parish Council
5th March 2018

- 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 (10 mins maximum)**
- 6. To consider the Minute of the Meeting of 12th February** for accuracy and for the Chairman to sign as a true record.
- 7. Finance Matters**
 - a) To consider payments on the Authorisation to Pay Sheet (*Attached*)
 - b) Financial report from RFO to include bank account balances at HSBC and Lloyds
 - c) Councillor Sutherland-Rogers to report back from her Internal Audit of the Council's Financial Administration.
- 8.** Councillors Sutton and Winyard to present suppliers' quotes for renewing the surface beneath the play equipment on the Green and possible interim measures if required. Agreed quote to be used by the Clerk to complete Grant request to SCDC. To consider authorising a Safety check for all play equipment.
- 9.** To appoint 3 members to form an Employment Committee to deal with matters related to employees of the Council and to make recommendations to the Council as needed.
- 10.** To appoint a Working Party which will include the Clerk to review Financial and Procedural Standing Orders and the Council's Financial Risk Assessment in order to report back to May Meeting.
- 11. Reports from Councillors**
 - a) **Footpaths** — Councillors Sutherland—Rogers and Mackay.
 - b) **Property** — Councillor Richardson

- c) **Highway Matters, traffic management and Car Parks**
- d) **Speed Indicator Display (SID) Update** -- Councillors Sutton and Winyard
- e) **Playing field/Playground**
- f) **Heritage Hut & Scroll.** Councillor Winyard to provide update on progress by the HH/Scroll Committee with regard to the design and use of the Hut. Councillor Richardson to provide update on the digital reproduction of the Walberswick Scroll.
- g) **GDPR** – Councillor Lewis to report back following working with the Clerk on the NALC GDPR Tool Kit and Council to consider any action needed at this point.

12. Planning Application DC/18/0294/FUL Revised plans for Leveretts, The Street.

Councillors to consider report from PAG and to make recommendation.

13. To consider a request from Katherine Brown of the BBC for filming at Walberswick.

14. Date of Next Meeting: Monday 9th April 2018