

WALBERSWICK PARISH COUNCIL

Clerk: Mrs Jane Gomm, Seaspray, Millfield Road, Walberswick, Southwold, Suffolk IP18 6UD, Tel:
01502 723294

I HEREBY GIVE NOTICE THAT a meeting of the above Council will be held in the Village Hall Annexe at 7.30pm on Monday 4 February 2013

AGENDA

1. Apologies for absence
2. Minutes of the previous meeting held on 7 January 2013 to be approved and signed
3. Declarations of interests
4. Reports from the County and District Councillors and the Police
5. Accounts to be agreed including:
 - a. Acknowledge receipts
 - b. Make payments
6. Review existing risk assessment adopted 03.04.12 and amended 01.10.12 and additional delegations to the Clerk dated 01.10.12 (deferred from last meeting)
7. Consider Clerk's report on Internal Controls
8. Appointment of Internal Auditor for financial year 2012-2013
9. To consider the draft records management policy
10. To consider the review of delegations to the Clerk in respect of the Data Protection Act 1998, Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (deferred from last meeting)
11. To note recent Information Commissioner's decisions
12. Correspondence received from Mr A Hunt
13. To consider the reports for action by ROSPA in respect of the play equipment and surfacing on the Village Green and playing field
14. Matters raised by members
15. Date of next meeting

Jane Gomm, Clerk to Walberswick Parish Council
Wednesday 30 January 2013