

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 7 January 2013

AGENDA

1. Apologies for absence
2. Minutes of the previous meeting held on 3 December 2012 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
 - c. Review of receipts and payments for the quarter ending 31.12.12 and management of financial risk posed by dealing with statutory requests for information, compared with budgetary provision
 - d. PAYE Real Time Information
6. To approve the Draft Budget, set the precept for the financial year 2013/2014 and decide whether to accept Government Grant to freeze the Parish Charge
7. Review existing risk assessment adopted 01.10.12 and additional delegations to the Clerk dated 01.10.12
8. To consider the draft records management policy
9. 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
10. To consider four exclusion notices issued in the Autumn 2010 and the correspondence leading to their issue
11. To consider proposed donations to the Council of additional play equipment for the sports field
11. Matters raised by members
12. Date of next scheduled meeting
13. Appointment of a Trustee to the Walberswick Common Lands Charity
Note: The public may be excluded from the meeting during the discussion of this item pursuant to section 100 Local Government Act 1972 and section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Jane Gomm, Clerk to Walberswick Parish Council
Wednesday 2 January 2013