

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 10th December 2018 at 7.15pm in the Annex of the Village Hall. Plans to accompany planning applications DC/18/4577/FUL and DC/18/4458/OUT will be available to view from 7pm.

Yours faithfully



Clerk/RFO to Walberswick Parish Council
3rd December 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 receive a Report from District Councillor Michael Gower** if present (*10 mins maximum*)
7. **To consider the Minute of the Meeting of 12th November 2018** for accuracy and for the Chairman to sign as a true record.
8. **Finance Matters** (*four reports attached*)
 - 8.1. Bank Reconciliation Lloyds Account to 30th November 2018
 - 8.2. Bank Reconciliation HSBC Account to 2nd December 2018
 - 8.3. Performance Against Budget Report
 - 8.4. To approve items on the Authorisation to Pay Sheet
9. **Consideration of Draft Budget for 2019/20** (*one report attached*)

The Council will continue its deliberations on constructing a budget for 2019/20 through a review of second draft budget for 2019/20 taking into account amendments made from 12th November discussion of first draft budget including an update from Clerk on grass cutting quotes and potential costs associated with 2019 as an election year.

Note: This meeting is subject to the WPC Protocol for Reporting of meetings and therefore may be recorded. The full protocol and all the meeting associated papers can be viewed at <http://walberswick.onesuffolk.net/walberswick-parish-council/>

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10. Policy review

The Council to consider the adoption of the following new policies - Councillor Lewis (2 papers attached):

- 10.1. Employment Policy
- 10.2. Holiday Leave and Absence Policy

11. Oral Reports from Councillors

- 11.1. Litter – Councillor Mackay
- 11.2. Property – Councillor Richardson
- 11.3. Traffic Management and Car Parks – Councillor Bassinette
- 11.4. Speed Indicator Display – Councillors Sutton and Winyard
- 11.5. Playing Fields and The Green play area – Councillors Sutton and Richardson
- 11.6. GDPR, SALC & Website – Councillor Lewis
- 11.7. Heritage Hut Lease – Councillor Bassinette

12. Planning applications (Can be viewed here: <https://publicaccess.eastsuffolk.gov.uk/online-applications/>)

- 12.1. **DC/18/4577/FUL Crowthers, Church Field, Walberswick for Mr Simon Robinson**
Proposal: The proposed work comprises: demolition of an existing garage, shed and removal of an existing oil storage tank, internal and external alterations and adaptations to an existing property built circa 1970's. Side extension to create additional internal space. Extension to provide additional reception / garden room. Alterations to roof to create better headroom and revised dormer for upstairs bathroom, revised driveway layout, new external storage space.
- 12.2. **DC/18/4458/OUT 4 Moorside, Walberswick for Mr and Mrs Leonard**
Proposal: New two and a half storey detached dwelling to garden plot.

13. Exempt Business. "To pass a Resolution in Accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for the discussion of the following matters where publicity might be prejudicial to the special nature of the business – namely employment matters."

14. Date of Next Meeting: 14th January 2019

Councillors to forward any matters for the next Agenda to the Clerk by end of day Wednesday 2nd January 2019

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