

## NOTICE OF MEETING

Dear Councillors

You are summoned to a meeting of Walberswick Parish Council on 10<sup>th</sup> September 2018 at 7.15pm in the Annex of the Village Hall. If there are any planning applications, plans to accompany them will be available to view from 7pm.

Yours faithfully



Clerk/RFO to Walberswick Parish Council

3<sup>rd</sup> September 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 9<sup>th</sup> July 2018** for accuracy and for the Chairman to sign as a true record.
7. **Finance Matters** *(four reports attached)*
  - 7.1. Bank Reconciliation Lloyds Account to 18<sup>th</sup> August 2018
  - 7.2. Bank Reconciliation HSBC Account to 14<sup>th</sup> August 2018
  - 7.3. Performance Against Budget Report – 6 month review including consideration of adjustment to spending categories
  - 7.4. To approve items on the Authorisation to Pay Sheet
8. **Report from Safety Committee – Councillor Lewis**
  - 8.1. Report from August meeting and review of draft minutes *(Report attached)*
  - 8.2. Consideration of playground safety report action plan *(Report attached)*

Walberswick PC Agenda 10/09/2018

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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/>

**8.3.** It was resolved that the Council should pre-identify a preferred supplier(s) to avoid delays in repairs. The Safety Committee was asked to come back to the Council with a recommendation.

**9 Updated Asset register** – Councillors Bassinette and Sutherland-Rogers. To approve an update of the asset register (*Report attached*)

**10 Employee Grievance & Correspondence Policies** – Councillor Lewis. To approve adoption by WPC of these two policies (*2 Reports attached*)

**11 Request to Place a Donated Bench on the Green** – A regular visitor to Walberswick has asked whether a donated bench can be placed on the Green in memory of her husband who passed away on 3 August. The Council to consider whether a policy is needed to address such requests.

**12 Feedback on Sizewell C consultation meeting and proposal to host an evening session with EDF in the Village Hall** – Councillor Lewis

### **13 Oral Reports from Councillors**

- 13.1 Footpaths and Highways – Councillor Sutherland-Rogers
- 13.2 Litter – Councillor Mackay
- 13.3 Property – Councillor Richardson
- 13.4 Traffic Management and Car Parks – Councillor Bassinette
- 13.5 Speed Indicator Display – Councillors Sutton and Winyard
- 13.6 Playing Fields and the Green play area – Councillors Sutton and Richardson
- 13.7 GDPR, SALC & Website– Councillor Lewis

### **14. Planning Matters**

- 14.1 **DC/18/3388/FUL Sandra Howe, Ryefield, The Street, Walberswick IP18 6UX.** Demolish existing two storey extension and replace with a new two storey extension. PAG (*Report attached and available at meeting*).
- 14.2 Update on Planning Application and Appeal for Spindrift/Salix considered at WPC July 2018 meeting. **Clerk to provide update.**

**15. 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 personnel matters”.

**16. Date of Next Meeting:** 8<sup>th</sup> October 2018. Councillors to forward any matters for the next Agenda to the Clerk by 5pm Wednesday 26<sup>th</sup> September 2018