

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 14th January 2019 at 7.15pm in the Annex of the Village Hall. Plans to accompany Planning Applications will be available to view from 7pm.

Yours faithfully



Clerk/RFO to Walberswick Parish Council

7th January 2019

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 District Councillor Michael Gower** if present (10 mins maximum)
6. **To receive a report from County Councillor Richard Smith** if present (10 mins maximum)
7. **To consider the Minute of the Meeting of 10th December 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 27th December 2018
 - 8.2. Bank Reconciliation HSBC Account to 3rd January 2019
 - 8.3. Performance Against Budget Report
 - 8.4. To approve items on the Authorisation to Pay Sheet
9. **Approval of budget for 2019/20 budget and precept request for 2019/20.** Based on the discussion of expenditure items at the November and December 2018 Council meetings, the Council will pass a resolution approving a final budget for 2019/20. This will be followed by

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a decision on the amount of a precept to request from the District based on expenditures and expected income for 2019/20. (*report attached*)

10. Policy Review. The Council will consider:

- 10.1. Revision of the Financial Standing Orders to reflect the separation of the Clerk and Responsible Finance Officer (RFO) roles. (*report attached*)
- 10.2. Adoption of a template for an annual financial risk assessment (*report attached*)
- 10.3. Adoption of a template for an annual Internal control and policy checklist (*report attached*)

11. Oral Reports from Councillors

- 11.1. Footpaths and Highways – Councillor Sutherland-Rogers
- 11.2. Litter – Councillor Mackay
- 11.3. Property – Councillor Richardson
- 11.4. Traffic Management and Car Parks – Councillor Bassinette
- 11.5. Speed Indicator Display – Councillors Sutton and Winyard
- 11.6. Playing Fields and the Green play area – Councillors Sutton and Richardson
- 11.7. GDPR, SALC & Website – Councillor Lewis
- 11.8. Sizewell C – Councillor Lewis
- 11.9. Heritage hut update – Councillor Bassinette

12. Planning Applications

- 12.1. **DC/18/5059** Replace glazed roof with solid roof and roof lights. Mr and Mrs Felton, Manor House, The Street, Walberswick, IP18 6UG. (*PAG report attached*)
- 12.2. **DC/18/4800/FUL** The proposed works will remodel the interior for modern living and restore the exterior to reinstate the buildings character, including adding toughened glass panels and a skylight to the first floor landing, external bespoke hardwood (painted) double glazed sash windows will replace all existing units, double glazed dormers to replace the front dormer and a further dormer will be added to the rear. The white masonry paint will be stripped and the front garden wall will be replaced to improve the street elevation. Fair View The Street Walberswick Suffolk IP18 6UB
- 12.3. **DC/18/5068/FUL** Proposed first floor extension to front, single storey extension to side, first floor extension to rear and insertion of new dormers. Dickon House The Street Walberswick Suffolk IP18 6UX

13. Exempt Business. *“To pass a Resolution in Accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public as their presence would be prejudicial to the public interest due to the confidential nature of the business, in particular a direction from the auditors of the need to maintain confidentiality at this stage in the process.”*

14. Date of Next Meeting: 11th February 2019

Councillors to forward any matters for the next Agenda to the Clerk by end of day Wednesday 30th January 2019