

WALBERSWICK PARISH COUNCIL

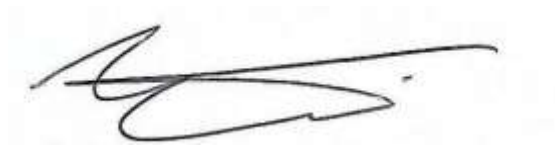
Clerk: Mark Knight (Locum): walberswickclerk@gmail.com

NOTICE OF MEETING

Dear Councillors

You are summoned to a meeting of Walberswick Parish Council on Monday 10th June 2019 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



(Locum) Clerk to Walberswick Parish Council
Tuesday 4th June 2019

1. **Chairman's welcome including to Mark Knight, Locum Clerk**
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 East Suffolk District Councillor David Beavan, if present** (10 mins maximum)
7. **To consider the Minutes of the Meetings of 13th May and 21st May 2019 for accuracy** and for the Chairman to sign as a true record.

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. Finance Matters 2017/18 (2 reports attached)**
 - 8.1.** Approve Final External Auditor Report and Certificate for 2017/18 WPC accounts
- 9. Finance Matters 2018/19 (13 reports attached)**
 - 9.1.** Approve the SALC Internal Auditor's Report for 2018/19
 - 9.2.** Approve Payments & receipts – HSBC account 2018/19
 - 9.3.** Approve Payments & receipts – Lloyds account 2018/19
 - 9.4.** Approve Bank Reconciliation – HSBC account 2018/19
 - 9.5.** Approve Bank Reconciliation – Lloyds account 2018/19
 - 9.6.** Approve Annual Governance and Accountability Return (AGAR):
 - 9.6.1. AGAR section 1 - annual governance statement 2018/19
 - 9.6.2. AGAR section 1 - explanation of negative responses 2018/19
 - 9.6.3. AGAR section 2 - accounting statements 2018/19
 - 9.6.4. AGAR section 2 – explanation of variances 2018/19
 - 9.7.** Set out the schedule for public inspection of accounts
- 10. Finance Matters 2019/20 (7 reports attached)**
 - 10.1.** Confirmation of receipt of East Suffolk Council (ESC) of precept (1 of 2) for 2019/20
 - 10.1.1. £13,500 received 30th April 2019
 - 10.2.** Confirmation of receipt of ESC CIL monies
 - 10.2.1. £1,776.41 received 3rd May 2019
 - 10.3.** Review Lloyds bank receipts/budget & payments/budget (as at 31st May 2019)
 - 10.4.** Review HSBC bank receipts and payments (as at 31st May 2019)
 - 10.5.** Approve Bank Reconciliation Lloyds Account to 31st May 2019
 - 10.6.** Approve Bank Reconciliation HSBC Account to 31st May 2019
 - 10.7.** Approve items on the Authorisation to Pay Sheet
- 11. Consideration of Proposed Terms of Reference for Employment Committee – Councillor Lewis (report attached)**
- 12. Oral updates from Councillors on areas of responsibility if relevant**
 - 12.1.** Footpaths and Highways
 - 12.2.** GDPR, SALC & Website
 - 12.3.** Litter
 - 12.4.** Playing Fields and the Green play area
 - 12.5.** Safe Spaces and Car Parks
- 13. Oral Committee reports if relevant**

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14. Planning (3 x PAG reports attached)

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|--------------|----------------------------------|----------------|
| 14.1. | Site south of Redmay, Lodge Road | DC/19/1823/FUL |
| 14.2. | 1 Millstones, Millfield | DC/19/1847/FUL |
| 14.3. | 9 Church Lane | DC/19/1902/FUL |
| 14.4. | Heritage Hut, The Green | DC/19/1584/FUL |

15. Date of Next Meeting: Monday 8th July 2019 at 7.15pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Wednesday 26th June.

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