


**WALBERSWICK PARISH COUNCIL**Clerk: Mark Knight: [walberswickclerk@gmail.com](mailto:walberswickclerk@gmail.com)**NOTICE OF MEETING**

Dear Councillors:

You are summoned to a meeting of Walberswick Parish Council on Monday 20 April 2020 at 7.15pm.

**Due to the ongoing Covid-19 pandemic and the new government instructions concerning public meetings and social distancing, the council will not meet in public until further notice.** Both the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC) are asking local councils to stop holding any physical meetings or gatherings during this time. This includes full council, committee meetings, annual parish or council meetings. As a result, this meeting will be held remotely via video and/or audio conferencing. NALC also suggests that during this period Councils take decisions remotely only for urgent issues and the meeting agenda is therefore kept to the minimum necessary, with emphasis on maintaining financial oversight and authorising necessary expenditures. Councillors will be contacted separately with details on how to connect to the meeting remotely. Members of the public who are interested in attending the meeting remotely should email [Andrew.wpcouncillor@gmail.com](mailto:Andrew.wpcouncillor@gmail.com) BEFORE 6 pm on Monday, 20 April for connection details.

Yours faithfully

  
Clerk to Walberswick Parish Council  
Tuesday 14<sup>th</sup> April 2020

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/>

Walberswick PC Agenda 20/04/2020

1. **Chairman's welcome**
2. **To consider and approve any apologies for absence** (*To be received by email to the Clerk by 6 pm on the date of the meeting*)
3. **Declaration of interest and requests for dispensation:** Councillors to declare any interests.
4. **To consider the minutes of the meetings of 9<sup>th</sup> March 2020 for accuracy** and for the Chairman to sign as a true record at a later date.
5. **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.
6. **Finance matters 2019/20** (*4 reports attached*).
  - 6.1. Review Lloyds bank receipts/budget & payments/budget (as at 31 March 2020).
  - 6.2. Approve bank reconciliation Lloyds account (to 31 March 2020).
  - 6.3. Approve items on the Authorisation to Pay Sheet.
7. **Planning** (*See East Suffolk District Council planning website for details of planning applications for items below <https://publicaccess.eastsuffolk.gov.uk/online-applications/> (3 reports attached)*)
 

7.1	Mima, Manor Close	DC/20/1023/FUL
7.2	Stocks House, Stocks Lane	DC/20/1028/FUL
7.3	Commonside, Palmers Lane	DC/20/1356/FUL
7.4	Parish Lantern, The Green	DC/20/1342/FUL
8. **Date of next meeting:** Tuesday 11<sup>th</sup> May 2020 at 7.15pm. This meeting to be confirmed at a later date pending guidance from Government/SALC/NALC.

Councillors to forward any matters for the next agenda to the clerk by end of day Friday 1<sup>st</sup> May 2020.

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/>