

WALBERSWICK PARISH COUNCILClerk: Mark Knight : walberswickclerk@gmail.com**NOTICE OF MEETING**

Dear Councillors:

You are summoned to a meeting of Walberswick Parish Council on Monday 13 July 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 **BEFORE 6 pm on Monday, 13 July** for connection details.

Yours faithfully



Clerk to Walberswick Parish Council
Tuesday 7th July 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 13/07/2020

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**
6. **To receive a report from East Suffolk District Councillor David Beavan** (1 report attached).
7. **To consider the Minutes of the Meetings of 8th and 29th June 2020 for accuracy** and for the Chairman to sign as a true record
8. **Finance Matters 2019/20** (8 reports attached)
 - 8.1 Review & Approval of SALC Internal Auditor's Report
 - 8.2 Review & Approval of SALC Internal Auditor's Report & Action Plan.
 - 8.3 Review & Approval of Statement of Accounts
 - 8.4 Review & Approval of Re-presented Bank Reconciliation
 - 8.6 Review & Approval of AGAR Section 1 Annual Governance Statement
 - 8.7 Review & Approval of AGAR Section 2 Accounting Statements
 - 8.8 Review & Approval of AGAR Section 2 Explanation of Variances
 - 8.9 Review & Approval of Notice of Public Rights
9. **Finance Matters 2020/21** (1 report attached).
 - 9.1. Approve items on the Authorisation to Pay Sheet.
 - 9.2. Confirmation of receipt of Allotment Fees (£189) and VAT Refund (£2,356.80) June 2020
 - 9.3. Approval of Appointment of Internal Auditor
10. **To adopt the updated Complaints Policy** (1 report)
11. **To discuss and agree a response concerning the consultation on the new Code of Conduct process** (2 reports)

8.8

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12. **Follow up on a request from a member of the public concerning light pollution from commercial lighting in Southwold Harbour** (verbal presentation by Clerk)
13. **To resolve to add the Council's name to a letter to the Secretary of State with regard to the DCO consultation** (1 report)
14. **To discuss recent antisocial behaviour on Walberswick beaches.**
15. **Oral updates from Councillors on areas of responsibility if relevant**
 - a. Footpaths and Highways
 - b. GDPR, SALC & Website
 - c. Litter
 - d. Playing Fields and the Green play area
 - e. Safe Spaces and Car Parks
 - f. Heritage Hut
 - g. Sizewell and other power related development
 - h. Neighbourhood Plan
16. **Oral Committee reports if relevant**
17. **Date of Next Meeting:** Monday 8th September 2020 at 7.15pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Friday 28th August 2020.

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