

**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 9<sup>th</sup> March 2020 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 to Walberswick Parish Council  
Tuesday 3<sup>rd</sup> March 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** 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 13<sup>th</sup> January and 10<sup>th</sup> February 2020 for accuracy** and for the Chairman to sign as a true record
8. **Finance matters 2018/29 (1 report attached)**
  - 8.1 Implementation of actions arising from Internal Audit 2018/9

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/>

9. **Finance Matters 2019/20 (5 reports attached).**
  - 9.1. Review Lloyds bank receipts/budget & payments/budget (as at 29 February 2020).
  - 9.2. Approve Bank Reconciliation Lloyds Account (to 29 February 2020).
  - 9.3. Approve items on the Authorisation to Pay Sheet.
  - 9.4. To appoint the Internal Auditor for 2019/20
  - 9.5. Community Infrastructure Levy Report.
  
10. **Planning (3 reports attached). –**

10.1	Westons, The Street	DC/20/0551/AME
10.2	The Heritage Hut, The Green	DC/20/9518/FUL
10.3	Little Chapter, Church Field	DC/20/0858/FUL
  
11. **To consider the Risk Management Assessments (1 report attached)**
12. **To approve the Review of Internal Control Checklist (1 report attached)**
13. **To discuss and approve a proposal for the spending of Locality Budget monies**
14. **To consider and approve the grass cutting contract for 2020 (1 report attached)**
15. **To re-adopt the Suffolk Code of Conduct (document on website)**
16. **Oral updates from Councillors on areas of responsibility if relevant**
  - 16.1. Footpaths and Highways
  - 16.2. GDPR, SALC & Website
  - 16.3. Litter
  - 16.4. Playing Fields and the Green play area
  - 16.5. Safe Spaces and Car Parks
  - 16.6. Sizewell and other power related development
  - 16.7. Neighbourhood Plan
17. **Oral Committee reports if relevant**
18. **To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.**

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**19. Employment Matters**

**20. Date of Next Meeting:** Tuesday 14<sup>th</sup> April 2020 at 7.15pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Friday 3<sup>rd</sup> April 2020.

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