

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 8 March 2021 at 6pm.

Due to the ongoing Covid-19 pandemic and government regulations 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 conferencing. 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 5 pm on the day of the meeting for connection details.

Yours faithfully



Clerk to Walberswick Parish Council
Tuesday 2nd March 2021

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 08/03/2021

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)**
6. **To receive a report from East Suffolk District Councillor David Beavan (if present).**
7. **To consider the Minutes of the Meetings of 8th and 16th February 2021 for accuracy and for the Chairman to sign as a true record**
8. **Finance Matters 2020/21 (7 reports attached)**
 - 8.1. Review bank receipts/budget & payments/budget (as at 28 February 2021)
 - 8.2. Approve bank reconciliation (to 28 February 2021)
 - 8.3. Approve items on the Authorisation to Pay Sheet
 - 8.4. Approve the Annual CIL statement
 - 8.5. Note report of Implementation of Internal Audit Recommendations 2019/20
 - 8.6. To approve the completed Internal Control Checklist
9. **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).**

9.1	2 Anchor Cottages, The Street	DC/21/0487/FUL
9.2	Commonside, Palmers Lane	DC/21/0714/VOC
9.3	West Wood, Lodge Road	DC/21/0465/FUL
10. **To consider increasing insurance coverage of the Heritage Hut**
11. **Proposal for ongoing maintenance of Green and Playing Fields (1 report attached)**
12. **Proposed amendment to allotment policy (1 report attached)**

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13. **Approval of the Financial Risk Management Assessment** *(1 report attached)*
14. **To consider the Grass cutting contract for 2021/2** *(1 report attached)*
15. **Acceptance of Safety Committee Minutes from 4th February 2021** *(1 report attached)*
16. **Oral updates from Councillors on areas of responsibility if relevant**
 - a. Footpaths and Highways
 - b. GDPR, SALC & Website
 - c. Playing Fields and the Green play area
 - d. Safe Spaces and Car Parks
 - e. Heritage Hut
 - f. Sizewell and other power related development
 - g. Neighbourhood Plan
 - h. Village News
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.**
19. **To consider employment matters**
20. **Date of Next Meeting:** Monday 12th April 2021 at 6pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Friday 2nd April 2021.

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