

**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 13th November 2023 at 7pm. To be held in the Heritage Hut, The Green, Walberswick, IP18 6TT

Members of the public who are interested in attending the meeting remotely should email [andrew.wpcouncillor@gmail.com](mailto:andrew.wpcouncillor@gmail.com) BEFORE 6pm on the day of the meeting for connection details.

Yours faithfully



Clerk to Walberswick Parish Council  
Tuesday 7<sup>th</sup> November 2023

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 13/11/2023

1. **Welcome from The Chair**
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 Chair 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 16<sup>th</sup> October 2023 for accuracy** and for the Chair to sign as a true record.
8. **Planning** (See East Suffolk District Council planning website for details of planning applications for items below <https://publicaccess.eastsuffolk.gov.uk/online-applications/>) (1 report attached).
  - 8.1 **Applications considered under delegated authority** (1 report)
 

8.1.1	Long Roof, Leveretts Lane	DC/23/3765/FUL.
8.1.2	14 Manor Close, Walberswick	DC/23/3804/FUL.
9. **Finance Matters** (5 reports attached)
  - 9.1. Review of Receipts & Payments Budget Report (31 October 2023)
  - 9.2. Approval of Bank Reconciliation (31 October 2023)
  - 9.3. Authorisation of Payments.
  - 9.4. Review & Approval of Budget, Precept & Reserves (2024/5)
10. **To approve a response on the Consultation on the Extension of the Walberswick Conservation Area** (1 report attached)
11. **To resolve future use of '.Gov' email addresses** (1 paper)
12. **Consideration of Polling District review** <https://www.eastsuffolk.gov.uk/elections/review-of-polling-districts-polling-places-and-polling-stations-2023/> (1 paper)

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**13. Safety Inspection reports and proposed remedial works** *(3 reports attached)*

**14. Re-adoption of Data Breach Policy** *(1 paper attached)*

**15. Approval of revised Tenancy agreement for 23/24 incorporating GDPR requirements** *(1 paper attached)*

**16. Oral updates from Councillors on areas of responsibility if relevant**

**16.1.** Footpaths.

**16.2.** Highways.

**16.3.** GDPR, SALC & Website.

**16.4.** Playing Fields and the Green play area.

**16.5.** Harbour Management and Car Parks.

**16.6.** Sizewell and other power related development.

**16.7.** Neighbourhood Plan.

**16.8.** Village Hall and Heritage Hut.

**16.9.** Village News.

**17. Oral Committee reports**

**13.1 Safety Committee**

**13.2 Employment Committee**

**18. Clerk's Report.** *(1 report attached)*

**19. Matters Arising**

**20. Date of Next Meeting:** Monday 11<sup>th</sup> December 2023 at 7pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Friday 1<sup>st</sup> December 2023

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