

**WALBERSWICK PARISH COUNCIL**

**Clerk:** Mark Knight : [clerk@walberswick-pc.gov.uk](mailto:clerk@walberswick-pc.gov.uk)

**NOTICE OF MEETING**

Dear Councillors:

You are summoned to a meeting of Walberswick Parish Council on Monday 18th March 2024 at 7pm.

To be held at the Heritage Hut, The Green, Walberswick, IP18 6TT

Members of the public who are interested in attending the meeting remotely should email [a.lewis@walberswick-pc.gov.uk](mailto:a.lewis@walberswick-pc.gov.uk) BEFORE 6pm on the day of the meeting for connection details.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Mark Knight', written in a cursive style.

Clerk to Walberswick Parish Council  
Tuesday 12<sup>th</sup> March 2024

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 18/03/2024

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 12<sup>th</sup> February 2024 for accuracy** and for the Chair to sign as a true record.
8. **Lionlink: Proposal for responding to the Scoping Opinion of the National Planning Inspectorate.** *(1 paper attached)*
9. **Planning** *(See East Suffolk District Council planning website for details of planning applications for items below <https://publicaccess.eastsuffolk.gov.uk/online-applications/>) (5 reports attached).*
  - 9.1 **Applications to consider**

9.1.1	Longroof, Leveretts Lane	DC/24/0671/FUL.
9.1.2	The Boathouse, Southwold Harbour	DC/24/0601/FUL.
9.1.3	The Yacht Yard, Southwold Harbour	DC/24/0675/FUL.
9.1.4	Green Gates, The Street	DC/24/0486/FUL.
9.1.5	Millside, The Street	DC/24/0825/AME.
  - 9.2 **To note responses made under delegated authority**

9.2.1	Box Bush, Seven Acres Lane	DC/24/0415/FUL.
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**10. Finance Matters 2023/4 (7 reports attached)**

- 10.1. Review of Receipts & Payments Budget Reports (29 February 2024)
- 10.2. Review & Approval of Bank Reconciliation (29 February 2024)
- 10.3. Review & Approval of Payments
- 10.4. Review & Approval of Year End Virements (31 March 2024)
- 10.5. Review & Approval of Implementation of Internal Audit Recommendations (2022/3)
- 10.6. Review & Approval of Annual CIL Report (2024/5)
- 10.7. Review & Approval of Completed Internal Controls Checklist (2023/4)
- 10.8. Confirmation of Date of Internal Audit (2023/24) (15 April 2024)

**11. Policy Matters**

- 11.1 Approval of Disciplinary and Capability Procedure (*1 paper attached*)

12. Provision of Post Office services in Walberswick.

13. To agree a quote regarding fencing at the Playing Fields (*1 paper attached*)

14. To confirm the date of the Annual Parish Meeting (17<sup>th</sup> April 2024)

15. To confirm a Trustee appointment to the Walberswick Common Lands Charity.

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

- 16.1. Footpaths.
- 16.2. Highways.
- 16.3. GDPR, SALC and 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. (*1 paper attached*)
- 16.7. Neighbourhood Plan.
- 16.8. Village Hall and Heritage Hut.
- 16.9. Village News.

**17. Oral Committee reports if relevant.**

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

**19. Matters Arising.**

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**20. Date of Next Meeting:** Monday 8<sup>th</sup> April 2024 at 7pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Thursday 28<sup>th</sup> March 2024

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