

WALBERSWICK PARISH COUNCIL

Clerk: Mark Knight : clerk@walberswick-pc.gov.uk

NOTICE OF MEETING

Dear Councillors:

You are summoned to a meeting of Walberswick Parish Council on Monday 12th January 2026 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 BEFORE 6pm on the day of the meeting for connection details.

Yours faithfully



Clerk to Walberswick Parish Council
Tuesday 6th January 2026

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 12/01/2026

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 8th December 2025 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 to consider**
 - 8.1.1 **Long Meadow, Seven Acres Lane** DC/25/4692/FUL
9. **Finance Matters (5 reports attached)**
 - 9.1 **Review of Receipts/Budget & Payments/Budget Reports (31 December 2025)**
 - 9.2 **Review & Approval of Bank Reconciliation (31 December 2025)**
 - 9.3 **Review & Approval of Internal Controls Checklist & Lead Appointment (2025/26)**
 - 9.4 **Review of the Council's Web Site Editorial Access Arrangements**
 - 9.5 **Review & Approval of Payments**
10. **Speed Camera replacement**
11. **Vacant Nominative Trustee role for WCLC**
12. **Repairs to the Village Green**
13. **SALC pilot on holiday leave as part of payroll.**

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/>

14. Consideration of joining ESCEP and nomination of a representative if appropriate (1 report attached)

15. Oral updates from Councillors on areas of responsibility if relevant.

- 14.1.** Lionlink.
- 14.2.** Village News.

16. Oral Committee reports if relevant

17. Clerk's Report.

- 17.1 – Recent Freedom of Information request.**

18. Matters Arising.

- 18.1 – Consideration of creation of IT policy for Parish Council February meeting,**
- 18.2 – Safety Committee Report for February meeting.**
- 18.3 – Closed session for consideration of nominative Trustee for Walberswick Common Lands Charity.**

19. Date of Next Meeting: Monday 9th February 2026 at 7pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Friday 30th January 2026

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/>