

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 14th September 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

A handwritten signature in dark ink, appearing to be 'Mark Knight', with a long horizontal stroke extending to the right.

Clerk to Walberswick Parish Council
Tuesday 8th September 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 14/09/2026

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. **5.1 To consider the Minutes of the Meeting of 13th July 2026 for accuracy** and for the Chair to sign as a true record.
- 5.2 To consider the Minutes of the Meeting of 15th July 2026 for accuracy** and for the Chair to sign as a true record.
6. **To receive a report from County Councillor John Matthews** (If present).
7. **To receive a report from East Suffolk District Councillor David Beavan** (if present).
8. To assess Walberswick's preparedness for emergency events – response to Dunwich Heath wildfire.
9. **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).*)
 - 9.1 **To note planning applications made under delegated authority**

9.1.1	Harbour House, Manor Close	DC/26/2875/FUL.
9.1.2	Greyroof, Millfield Road	DC/26/2873/FUL.
9.1.3	Orchard Piece, Lodge Road	DC/26/2527/FUL.
9.1.4	House on the Green, Leveretts Lane	DC/26/2542/FUL.
9.1.5	Greenways, The Green	DC/26/2348/FUL.
9.1.6	Co-Op Food Store, The Street	DC/26/1830/FUL.
9.1.7	The Stables, The Street	DC/26/1578/LBC & DC26/1577/FUL.

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9.2 To consider proposal to write to local planning authority to request removal permitted development rights on the land behind allotments (Temporary Campsite) (1 Report attached)

10. Finance Matters (10 reports attached)

- 10.1 Review & Approval of External Audit Report & Certificate (2025/26)**
- 10.2 Review & Approval of External Audit Report Response & Action Plan (2025/26)**
- 10.3 Review & Approval of Notice of Conclusion of External Audit (2025/26)**
- 10.4 Review of Receipts & Payments Budget Reports (31 August 2026)**
- 10.5 Review & Approval of Bank Reconciliation (31 August 2026)**
- 10.6 Review & Approval of Annual Insurance Cover (1 October 2026)**
- 10.7 Approval & Implementation of Local Government Pay Awards (2026/27)**
- 10.8 Review & Approval of Payments**

11. To agree the Allotment water bill (1 report attached)

12. To consider and approve proposal for Editorship of Walberswick Website (1 report attached)

13. To discuss and approve the amended Media Policy (1 report attached)

14. To discuss a quote regarding play equipment (1 report attached)

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

15.1. Village News.

16. Oral Committee reports if relevant.

17. Clerk's Report. (1 report attached).

18. Matters Arising.

19. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration for the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt with after the item that confirms details of the next meeting.

20. Complaint investigation update and decision.

21. Date of Next Meeting: Monday 12th October 2026 at 7pm

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Councillors to forward any matters for the next Agenda to the Clerk by end of day Friday 2nd October 2026

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