

WALBERSWICK PARISH COUNCIL

Minute of a meeting held on Monday 11th February 2019 at 7.15pm in the annex of the village hall. Plans for Applications were available to view from 7pm.

Present: *Councillors Bassinette (in the chair), Lewis, Mackay, Sutherland-Rogers, Sutton and Winyard. Mary Mltson-Woods, Clerk.*

302/19 Councillor Bassinette welcomed Councillors and villagers to the meeting.

303/19 Councillor Richardson had given the Chairman her apologies for absence because she is unwell. These were approved and accepted.

304/19 Declarations of Interest

305/19 Open forum topics raised: Suffolk Coastal for Reydon and Southwold, Councillor Beavan, briefed the meeting on the situation at Southwold Harbour. A Management Committee is now proposed which bodes well for the town. It will be made up of 50% Town Councillors and 50% of people with appropriate knowledge. The District Council has run the harbour for 40 years and has never submitted accounts or met in public. The Harbour Management Committee will meet in public will ring fence income from the camp site to spend on the harbour. Councillor Beavan wanted to encourage local people take an interest in the project and comment on the consultation on the new model which can be seen on Southwold TC website. The Chairman asked if Walberswick would have representation on the Committee and was told that the new District Councillor for Southwold, Reydon and Walberswick under the amalgamated SCDC and WDC should be. Consultation ends 28th February 2019. A villager asked how people would get involved in the consultation process and it was decided that this should be advertised in the local shop and on Next-door, the online community service. local shop etc.

Representation on the new East Suffolk DC will be one member for Reydon, Walberswick and Southwold.

306/19 It was resolved that the Minute of 14th January was approved and that the Chairman should sign it as a true and accurate record.

307/19 Finance Matters

- a) **The bank reconcilliation for Lloyds account *****763** was compared to the statement by Councillor Lewis who signed it to confirm that it agreed with the bank statement.
- b) **The bank reconcilliation for HSBC account *****870** was compared to the statement by Councillor Lewis who signed it to confirm that it agreed with the station that no transactions had been made since the last meeting.
- c) **Performance Against Budget** – the content of this document was noted. **It was resolved that a number of virements be made on the Performance Against Budget paper to transfer money from underused budget lines to the Admin/Salary column. It was agreed that the amendments would be shown on an amended Performance Against Budget that will be posted with the signed copy of this Minute . It was further resolved that next month further virements may need to be made to cover ATP payments in March.**
- d) It was resolved that payments on the Authorisation to Pay Sheet were approved to be paid.

Joy Smith
11/3/2019

- e) Following the chairman's statement that the auditor is still working on the 2017/18 audit there is no indication that the final invoice may even be at the previous predicted amount of £5,000. The Chairman had worked with PKF Littlejohn for many hours to lessen the amount, but the auditor's time is still increasing and being charged at £355 per hour. **It was resolved that the RFO should confirm with Simon Taylor, Interim Director of Finance at SCDC that the Precept is to be £27,000 as previously requested.**

308/19 Oral Reports from Councillors

- a) **Footpaths and Highways** – Councillor Sutherland-Rogers reported that the picket fencing along Wally's bridge is down, but Peter Simmonds has inspected to assess the situation. At one point there is a dangerous gap of at least 10 feet along the sea wall.
- b) **Litter** – Councillor Mackay had nothing to report.
- c) **Speed Indicator Display** – Councillors Sutton and Winyard reported that the volunteers were now working with SID
- d) **Update on the Allotment Policy** – Councillor Lewis said the new Tenancy Agreement has been issued. Instead of paying in arrears at end of each calendar year, tenants will pay for 1st April for each financial year. **Resolved that the updated Allotment Agreement is approved.**
- e) **Heritage Hut** – Councillor Winyard reported that there plans are afoot to add a porch, extra insulation in the roof etc. As the Council owns the building it should have control of plans for the refurbishing/additions. The Heads of Terms should ensure this, and the document will come before Council before it is signed. It will then go to the charity. The new licence for the playing field is also being prepared.
- f) **Sizewell Public Meeting** - Councillor Bassinette reported a very useful meeting and next month the Council will submit a response to the Consultation. LS Road led strategy preferable because it will leave a legacy of better roads. JW The infrastructure should be in place at the start of the project not at the peak of it.

309/19 Planning Applications - 2 PAG reports were considered

- a) **DC/19/0079/TCA Cornelian, Leverett's Lane.** 3 Monterey Pine to front of property to be felled due to the poor condition, one large limb has recently fallen on the lane, main limbs are weakened by cavities, and removal of only one or two will expose the remaining tree to windthrow risk in this coastal location. Although the Council and PAG do not usually respond to tree pruning parishioners had raised concerns to it about the loss of these trees which are part of a very special landscape. **Resolved that consent should be given only if the officer is satisfied the trees present a real danger to the public and additionally, new trees of the same species should be planted to replace them.**
- b) **DC/19/0126/FUL.** Mrs S Poland, May House, Lodge Road IP18 6UP. Proposal: Removal of 3 windows and 3 doors on north side of property, to be replaced with 2 windows and 3 doors with matching detailing. Proposed work requires removal of a small volume of existing masonry. It was resolved that Councillors and agreed with the PAG report that it has no objection to consent being given.
- c) **DC/19/0139/FUL** Mr David Riches 1 Ivy Cottages, The Street, IP18 Proposed addition of extra storey above existing garage for use as a studio. Resolved that the PAG report recommendation is accepted and that the application should be refused until further consideration of points in the report are addressed.

310/19 PAG response to Final Draft of Local Plan. Following further consultation last year, Suffolk Coastal District Council has now published the Final Draft Local Plan for comment. As



before, a major focus of the plan relates to housing provision within the District over the period 2016-2036. In respect of Walberswick the final draft makes no change to the previous policy framework. **Resolved that the Council concurred with the PAG report and it will be the Council's response to the SCDC Local Plan Consultation.**

311/19 Parish Meeting - The Annual Parish Meeting will be held on Thursday 18th April at 7.15pm in the Village Hall. An additional Parish Meeting will be held on Tuesday 5th March 2019.

312/19 Councillor Sutherland-Rogers proposed "that the Council pass a Resolution in Accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for the discussion of the following matters where publicity might be prejudicial to the special nature of the business – namely employment matters". Seconded by Councillor Lewis, carried unanimously.

Resolved that based on the recommendation of the Employment Working Group the Council authorised the chairman to make an offer of employment to the preferred candidate for the role of RFO.

Resolved that Council authorised the Employment Working Group to draw up an appropriate contract

Resolved that the Chairman will add an addendum to the Clerk's contract that from 1st April 2019 the hours will reduce from 10 to 5 hours per week.

The Clerk announced her planned retirement at the end of 31st May 2019 and the Council thanked her for her service. She emphasised that she was leaving for no other reason that she wished to retire to spend time for travelling and her family.

Resolved that the Employment Working Group should start the process of recruiting a new Clerk and that SALC be asked to provide document templates for this.

313/19 Date of Next Meeting: 11th March 2019

Councillors to send items for the Agenda to the Clerk by Wednesday 27th February 2019

