

## WALBERSWICK PARISH COUNCIL

The minutes of the Parish Council meeting held on Monday 19<sup>th</sup> June 2023 at 7pm.

Present (physically): Councillors Lewis (Chair), Richarson, Sutton, Watson and Whiting. Only Councillors physically present can speak (except during the public forum or if standing orders are temporarily suspended) and vote.

Present (via Zoom): Cllr. Bassinette.

Also in attendance (via Zoom) were Mark Knight the Parish Clerk and Simon Ashton the Responsible Financial Officer.

### **026/23-24 Welcome by the Chair.**

The Chair welcomed those present to the meeting.

### **027/23-24 To consider and approve any apologies for absence.**

Cllr. Beavan was not in attendance, it was noted that C Cllr. Richard Smith would be attending and it was **AGREED** to move the item containing his report appropriately.

### **028/23-24 Declaration of Interest and Requests for Dispensation.**

None.

### **029/23-24 Open Forum**

None.

### **031/23-24 To receive a report from East Suffolk District Councillor David Beavan**

Cllr Beavan was not in attendance although a written report had already been circulated.

### **032/23-24 To consider the minutes of the meetings of 15<sup>th</sup> May 2023**

The minutes of the 15<sup>th</sup> May 2023 were **APPROVED** with the Chair to sign the minutes and to retain them until they can be handed to the Clerk in person.

### **033/23-24 Planning**

#### **033/23/24.1 Applications considered under delegated authority**

##### **033/23-24.1.1 Thrums, Seven Acres Lane DC/23/1610/FUL**

The Council **RESOLVED** that it should **SUPPORT**, subject to a condition which restricts the use of the one bedroomed annexe to be ancillary to

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the main dwelling and not used as a separate dwelling or holiday let in perpetuity.

**033/23-24.2 Applications for consideration**

**033/23-24.1.2 Longroof, Leveretts Lane DC/23/1996/FUL**

The Council **RESOLVED** that it should **SUPPORT** the application.

The Chair then had to leave the meeting at 7.06pm for personal reasons. The Vice-Chair took over the Chair in his absence.

C Cllr. Richard Smith arrived at 7.06pm.

**030/23-24 To receive a report from Suffolk Council Councillor Richard Smith**

C Cllr. Smith extended his thanks to the new Members of the Council who stood in the recent elections. He also thanked those present for their support in recent months whilst he had personal business to attend to.

He also reported on a 3.4% overspend in the County Council budget which represented £21m, most of which was due to spending in Children's Services. In the coming year £680m of spending is anticipated whilst attention is also given to the reserves which now stood at £170m which is down for the past three years.

A judgement on Sizewell C is imminent and when this is received the focus of the work of the County Council would be in getting the best deal possible for the people of Suffolk.

Changes in the make-up of three of the District Councils will also mean that alternative working arrangements will be forged and it was hoped these would be positive.

Questions were asked on the water supply for Sizewell C and how that corresponded with a proposed desalinisation plant.

C Cllr. Smith then left the meeting at 7.17pm.

**034/23-24 Finance Matters 2022/24**

**034/23-24.1 Review & Approval of Internal Audit Report**

The Council noted the excellent report given by the auditors and the Responsible Financial Officer was thanked for all his hard work pertaining to the clean and accurate audit process., the report was **ACCEPTED** and **APPROVED**. All in favour.

**034/23-24.2 Review & Approval of Internal Audit Report Response & Action Plan**

It was **AGREED** that an updated version of the Financial Regulations with the new

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procurement limits would be presented to the July meeting. It was also **AGREED** to accept the new quote for an increase to £100K of fidelity insurance which came at no extra cost. All in favour.

#### **034/23-24.3 Review of Effectiveness of Internal Audit**

It was **AGREED** that the scope, quality, access for and independence of the auditor was adequate. Although it was **AGREED** that SALC should be approached to enquire why the internal audit process was later than normal this year.

#### **034/23-24.4 Review & Approval of Statement of Accounts**

The Council expressed appreciation for the high quality of the accounts, the Statement of Accounts were **APPROVED** unanimously.

#### **034/23-24.5 Review & Approval of Annual Governance Statement**

It was **RESOLVED** to **APPROVE** the Annual Governance Statement and for the Proper Officer and Chairman to sign.

#### **034/23-24.6 Review & Approval of Accounting Statements**

It was **RESOLVED** to **APPROVE** the Annual Accounting Statements and for the Responsible Financial Officer and Chairman to sign.

#### **034/23-24.7 Review & Approval of Explanation of Variances**

The explanations given by the Responsible Financial Officer were reviewed and **APPROVED**.

#### **034/23-24.8 Review & Approval of Notice of Public Rights**

The dates for the Exercise of Electors' Rights were **APPROVED** as being between Monday 26<sup>th</sup> June and Friday 4<sup>th</sup> August 2023 with all relevant papers being published on Friday 23<sup>rd</sup> June 2023 both on the website and the noticeboard.

The Chair then rejoined the meeting at 7.27pm and thanked the Vice-Chair for chairing the meeting in his absence.

### **035/23-24 Finance Matters 2023/24**

#### **035/23-24.1 Review bank receipts/budget & payments/budget as at (31 May 2023)**

It was **RESOLVED** to accept the figures as presented.

#### **035/23-24.2 Approve bank reconciliation (to 31 May 2023)**

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The paper was presented and it was **RESOLVED** to accept the figures with Cllr. Richardson being authorised to review and sign as appropriate.

**035/23-24.3 Approve items on the Authorisation to Pay Sheet**

It was **APPROVED** to pay all items in the sheet. Cllrs. Lewis and Sutton were authorised to carry out the electronic payments.

**035/23-24.4 Appointment of Internal Auditor**

It was **RESOLVED** to appoint SALC as the Internal Auditor for the 2023/4 financial year, all in favour.

**036/23-24 Oral updates from Councillors on areas of responsibility if relevant:**

**036/23-24.1 Footpaths**

No report was given.

**036/23-4.2 Highways**

Standing Orders were suspended at 7.39pm to allow Cllr. Bassinette to speak.

Cllr. Bassinette reported that repairs were scheduled for the Otter Bridge which also involved the repair of the boardwalk.

Standing Orders were then reinstated at 7.41pm.

**036/23-24.3 GDPR, SALC and Website**

Cllr. Lewis reported that representatives from Sizewell C had recently met with the SALC forum.

**036/23-24.4 Playing Fields and the Green play area**

It was reported that the Pavilion base had now been covered in topsoil. The Parish Clerk was also asked to reach out to the new grass cutting contractors for dates for cuts over the summer period.

**036/23-24.5 Harbour and Car Parks**

No report was given.

**036/23-24.6 Sizewell and other power related developments**

It was reported that representatives from Sizewell C had asked the Parish Clerk for a date to address the Parish Council, it was **AGREED** that a wider forum should be arranged to involve more of the village, possibly held at the Village Hall.

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Dated.....*10/7/23*.....

**036/23-24.7 Neighbourhood Plan**

It was reported that a meeting would be held on the 20<sup>th</sup> June 2023 to discuss a recently received report and the reapplication of the grant.

**036/23-24.8 Village Hall and Heritage Hut**

Cllr. Watson reported that various fundraising initiatives were being discussed at both locations.

**036/23-24.9 Village News**

The items to include in the Village News were discussed and agreed. It was also reported that Cllr. Whiting had attended the recent meeting of the committee where the donation of a surplus to the East Anglian Air Ambulance was discussed as well as the terms of reference for the committee.

**037/23-24 Oral Committee Reports if relevant**

No reports were given. But it was **AGREED** that a meeting of the Safety Committee would take place in the next month.

**038/23-24 Clerk's Report**

The report already circulated was discussed and there were no questions. The Parish Clerk also reported on an email from the Electoral Commission and updated all present on their responsibilities detailed in it.

**039/23-24 Matters Arising**

It was **AGREED** to add the matter concerning the Financial Regulations, allotment licences and rules, permanent Christmas Tree on the Village Green and insurance would be put to the July meeting.

**040/23-24 Date and Time of next meeting was confirmed as Monday 10<sup>th</sup> July 2023 at 7pm.**

The time and date of the meeting was confirmed as above.

**The meeting closed at 8.01pm.**

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Dated.....*10/7/23*.....