

WALBERSWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council meeting held on Monday 15th April 2024 at 7pm.

Present (physically): Councillors Lewis (Chair), Whiting (Vice-Chair), Dadswell, Richardson and Sutton. One (1) member of the public also attended in person. Only Councillors physically present can speak (except during the public forum or if standing orders are temporarily suspended) and vote.

Also in attendance (remotely via Zoom) were Mark Knight, Parish Clerk and one (1) member of the public.

192/23-24 Chair's welcome.

The Chair welcomed those present to the meeting and those attending by Zoom.

193/23-24 To consider and approve any apologies for absence.

Apologies were received and accepted from Cllr. Bassinette and C. Cllr. Smith. None were received from Cllr. Watson.

194/23-24 Declaration of Interest and Dispensation.

Cllr. Whiting declared a non-pecuniary interest in item 199/23-4 pertaining to planning meaning she would take part in discussion but would not vote.

195/23-24 Open Forum

One member of the public introduced themselves as Julia Ewart the Liberal Democrat candidate to be Member of Parliament for the Suffolk Coastal constituency. They reported that they had been making their way around the six towns and 85 villages in the constituency and had identified transport and planning as major issues for what might possibly turn out to be a national election fought on local issues.

196/23-24 To receive a report from County Councillor Richard Smith

C. Cllr. Smith was not in attendance.

197/23-24 To receive a report from East Suffolk District Councillor David Beavan

D. Cllr. Beavan was not in attendance.

198/23-24 To consider the minutes of the meetings of 18th March 2024

The minutes of the 18th March 2024 meeting were **APPROVED** with the Chair to sign and to retain them until they can be handed to the Clerk in person.

199/23-24 Planning

199/23-24.1 Applications to Consider

199/23-24.1.1 Longwood, Church Field

DC/24/0555/FUL

It was **RESOLVED** to **SUPPORT** the application in principle, following alterations to the slate roof in favour of cedar shingles and subject to the submission of a landscape proposal highlighting all trees and a detailed planting list for shrubs would satisfy concerns regarding screening. All in favour.

200/23-24 Finance Matters 2023/4

200/23-24.1 Approve items on the Authorisation to Pay Sheet

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

201/23-24 Policy Matters

201/23-24.1 Review and Approval of General Privacy Notice for Residents and General Public

The policy was **ADOPTED** with no changes, all in favour. It was **NOTED** this was part of a routine three-year review schedule, and that a GDPR Impact Statement should now be added. If this process identified any further changes then these policies would be brought to the May Parish Council meeting:

201/23-24.2 Review and Approval of Walberswick Parish Council Privacy Notice for Staff Councillors and Role Handlers.

The policy was **ADOPTED** with no changes, all in favour.

201/23-24.3 Review and Approval of Publication Scheme

The policy was **ADOPTED** with no changes, all in favour.

201/23-24.4 Review and Approval of Holiday Leave and Absence Policy

The policy was **ADOPTED** with no changes, all in favour.

201/23-24.5 Review and Approval of Policy of Use of Walberswick Village Green

The policy was **ADOPTED** with no changes, all in favour.

202/23-24 To approve funding and quotation for Playing Field phase two of fencing

Cllr. Lewis reported on stage 2 of the repair of the Playing Field fencing which is to rebuild the agricultural fencing from from the emergency steel gates on the far side

of the Playing Fields round to the Toddler Play Area. The details were confirmed in the published paper. Material costs were reported to be £1,720.00 and labour costs £2,090.00 (£10 added to published quote to allow for a replacement gate hinge). Labour costs to be paid as soon as work is completed. It was **AGREED** to proceed with these works. All in favour.

The outstanding works for the Playing Field and Toddlers Play Area and funding mechanisms were identified as follows:

Fencing phase 1: £3,774 (exc.VAT) to be taken out of Toddler Play Area Reserve (currently £5,500) leaving a balance of £1,726.

Fencing phase 2: £3,800 (exc. VAT), to take £1,000 from Playground/Green budget and £1,000 from Playing Field Reserve and balance from general reserves.

See-Saw: £5,293 (exc. VAT) to be decided in May meeting on receipt of invoice. £1,500 from D Cllr. Beavan and C Cllr. Smith with balance from CIL.

Birds Nest Swing: £5,495 (exc. VAT) to be decided in May meeting on receipt of invoice. £1,726 to be taken from Toddler Play Area Reserve and balance from CIL.

Using the above as guidelines, the Responsible Financial Officer and the Chair will ensure that the CIL levels balance and the Council is left with reserves of between 6 and 12 months of precept which is best practice.

The above proposal was **APPROVED**, all in favour.

203/23-24 To approve the Financial Risk Assessment to 31st March 2024

The document was discussed and **APPROVED**. It was also **NOTED** that the 24/25 version of the document would be presented to the Annual Parish Council Meeting in May and at that same meeting in subsequent years.

204/23-24 Consideration of installation of people counters around Manor Field on Public Rights of Ways

Cllr. Bassinette was not present but had sent a statement summarised below.

“Cllr Bassinette is working closely with Walberswick Against Lion Link (WALL) which as a group is very active and widely representative of the village on approaches to Lion Link. One idea that was suggested to WALL by Councillor Bassinette (and agreed with them) was to have foot traffic counters on the paths around Manor Field to demonstrate to the Planning Inspectorate and NGV how heavily used that location is within our village. This suggestion was based heavily on the usefulness of the data that WCLC had collected on the footpaths to the Bailey Bridge which was instrumental in getting SCC to invest in the bridge renovation as it showed that in excess of 100,000 foot trips made all year round.

What is being asked by Councillors tonight is agreement in principle that the Parish Council be the "sponsor" of this data collection so that we can submit it formally as a statutory consultee at the appropriate time. Cllr Bassinette will work with WALL on the locations, getting any necessary permissions from landowners and the like.

WALL's fundraising will provide the financing and also support the effort with manpower, data collection and processing.

If there are any financial implications for the Parish Council, Cllr Bassinette will bring a new proposal for Councillors consideration. But the expectation is that WALL's funds already collected will cover the costs.”

Cllr Bassinette will provide further updates as needed at the May and June Parish Council meetings.

It was **AGREED** to support this activity with the assurance that there would be no cost of funding from the Parish Council and the data obtained would not be personal data as it would not identify any individual. All in favour.

205/23-24 Oral Updates from Councillors on areas of responsibility if relevant.

205/23-24.1 Footpaths

It was reported that some dead trees had been reported and taken down.

205/23-24.2 Highways

Nothing for this meeting.

205/23-24.3 GDPR, SALC and Website

Nothing for this meeting.

205/23-24.4 Playing Fields and the Green play area

It was **NOTED** that a date had to be set for Cllrs. Lewis and Sutton to install the shackles for the swing seats.

205/23-24.5 Harbour Management and Car Park

Nothing for this meeting.

205/23-24.6 Sizewell and other power related developments

Nothing for this meeting.

205/23-24.7 Neighbourhood Plan

Nothing for meeting, but a meeting of the Steering Group was confirmed as taking place on the 16th April 2024 at 6.30pm.

205/23-24.8 Village Hall and Heritage Hut

It was reported that the flagpole installation could now commence.

205/23-24.9 Village News

The items to include in the Village News were discussed and agreed.

206/23-24 Oral Committee reports if relevant.

None.

207/23-24 Clerk's report

The Clerk presented the report. Questions were asked on some of the items with further explanation given by the Clerk.

208/23-24 Matters arising

It was **AGREED** to retain the meeting with East Suffolk Council Planning Officers on the Clerk's Report and for a meeting to be arranged as soon as possible.

209/23-24 Date of next meeting was confirmed as being Monday, 13 May 2024 at 7pm.

The meeting closed at 7.35pm.