

## WALBERSWICK PARISH COUNCIL

The Minute of the meeting of Walberswick Parish Council held on Monday 12th March 2018 at 7.15pm in the annexe of the Village Hall. Plans for the Application below were on display from 7pm.

**Present:** *Councillors Richardson (in the chair), Sutton, Winyard, Mackay, Lewis and Sutherland-Rogers. Mary Mitson-Woods, Clerk and a number of villagers*

**165/18** Councillor Richardson welcomed Councillors and members of the public to the meeting.

**166/18** Councillors considered and approved an apology from Councillor Bassinette as she was away. Her apology was accepted and approved. Suffolk County Councillor Smith also sent his apologies.

**167/18 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.

**168/18 Open Forum:** The Chairman 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. A parishioner asked if the Internal Audit by Councillor Sutherland-Rogers was in the public domain. In response the Clerk offered to check whether this was so or if it is merely an internal document.

**169/18** Councillors considered the Minute of the Meeting of 12th February for accuracy and for resolved that the Chairman should sign these as a true record.

### **170/18 Finance Matters**

- a) Payments on the Authorisation to Pay Sheet were scrutinised item by item and approved for payment with the exception of the outstanding invoice to NWG for water. Councillors resolved that the Clerk should contact NWG once again and ask for exact meter readings for the period and confirm the date to which the reading referred.
- b) The RFO confirmed that the Lloyds Account bank account balance at 26th February is £7454.02. After cheques authorised above totalling £1060.06 the available balance is £6393.96. The projected balance at the year-end remains at £4500.00. The balance in the Heritage Hut & Scroll account is £6256.25.
- c) Councillor Sutherland.-Rogers reported that she had carried out an Internal Audit of the Council's Financial Administration with the Clerk. A minor comment was that the file could be indexed to make scrutiny simpler but she was satisfied that financial records are in order. She asked the Clerk to seek advice on whether the Internal Audit Sheet must be in the public domain or is an internal document.

Walberswick PC Minute 12/03/2018

*Tomie Richardson*

*ER*