

**WALBERSWICK PARISH COUNCIL**

**Clerk:** Mark Knight : [walberswickclerk@gmail.com](mailto:walberswickclerk@gmail.com)

**NOTICE OF MEETING**

Dear Councillors:

You are summoned to a meeting of Walberswick Parish Council on Monday 13th September 2021 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 [andrew.wpcouncillor@gmail.com](mailto:andrew.wpcouncillor@gmail.com) BEFORE 6pm on the day of the meeting for connection details.

Yours faithfully



Clerk to Walberswick Parish Council  
Tuesday 7<sup>th</sup> September 2021

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 13/09/2021

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. **To receive a report from County Councillor Richard Smith** (If present)
6. **To receive a report from East Suffolk District Councillor David Beavan** (if present – 1 report attached).
7. **To consider the Minutes of the Meetings of 12<sup>th</sup> and 27<sup>th</sup> July and the 11<sup>th</sup> August for accuracy** and for the Chair to sign as a true record
8. **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).*
- 8.1. To consider and approve the Planning Scheme of Delegation to the Clerk.
9. **Finance Matters 2021/2** (*5 reports attached*)
  - 9.1 Review bank receipts/budget & payments/budget (as at 31 August 2021)
  - 9.2 Approve bank reconciliation (to 31 August 2021)
  - 9.3 Approve items on the Authority to Pay Sheet
  - 9.4 To consider and approve the Council's insurance cover renewal.
  - 9.5 To consider adding The Chair as an authorised approver of online payments
10. **Southwold and Reydon Emergency Plan Group – update**
11. **Southwold Harbour Stakeholder Advisory Group** – nomination of representative
12. **Councillor & Trustee Vacancies**
13. **Policy Review** (3 year anniversary) Please follow the link below to view the policies for review on the Council website: <http://walberswick.onesuffolk.net/walberswick-parish-council/policies-and-publications/policy-statements/>

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- 13.1. Correspondence policy**
- 13.2. Grievance policy & Procedure**

**14. Oral updates from Councillors on areas of responsibility if relevant**

- 14.1.** Footpaths and Highways
- 14.2.** GDPR, SALC & Website
- 14.3.** Playing Fields and the Green play area
- 14.4.** Safe Spaces and Car Parks
- 14.5.** Heritage Hut
- 14.6.** Sizewell and other power related development
- 14.7.** Neighbourhood Plan
- 14.8.** Village News

**15. Clerk's report**

**16. Oral Committee reports if relevant**

**17. Arrangements for Annual Parish Meeting on 14<sup>th</sup> September**

**18. Matters arising**

**19. Date of Next Meeting:** Monday 11<sup>th</sup> October 2021 at 7pm

Councillors to forward any matters for the next Agenda to the Clerk by end of day Friday 1<sup>st</sup> October 2021

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