

WALBERSWICK PARISH COUNCIL

The minutes of the Parish Council meeting held on Monday 12th January 2026 at 7pm.

Present (physically): Councillors Lewis (Chair), Bassinette, Dadswell, Richardson, Sutton and Whiting. Also in attendance was D Cllr. Beavan. Only Councillors physically present can speak (except during the public forum or if standing orders are temporarily suspended) and vote.

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

128/25-26 Welcome by the Chair.

The Chair welcomed those present to the meeting.

129/25-26 To consider and approve any apologies for absence.

Apologies were received and accepted from Cllr. Watson.

130/25-26 Declaration of Interest and Requests for Dispensation.

None.

131/25-26 Open Forum

None.

132/25-26 To consider the minutes of the meetings of 8th December 2025

The minutes of 8th December 2025 were **APPROVED** with the Chair to sign the minutes and to retain them until they can be handed to the Clerk in person.

133/25-26 To receive a report from Suffolk County Councillor Richard Smith

C Cllr. Smith was not in attendance.

134/25-26 To receive a report from East Suffolk District Councillor David Beavan

D Cllr. Beavan reported that the full 4.99% budget increase would probably be implemented for the coming financial year, this was due primarily to a lack of central government funding.

Concerns surrounding the harbour were ongoing and more meetings were planned in the coming months. There has also been no update as yet about the development at the camp site with no development order yet agreed. This was expected in the summer, with work to commence over the winter period.

Signed.....

Dated.....

Meetings were also planned with officers concerning the Lion Link project about statutory mitigation.

It was finally reported that Suffolk County Council has very recently resolved to cancel the coming May elections.

135/25-26 Planning

135.1/25-26 Applications to Consider

135.1.1 Long Meadow, Seven Acres Lane DC/25/4692/FUL

It was **RESOLVED** to **SUPPORT** the application.

An application concerning Jove Cottage was also due but would be handled under delegated authority.

D Cllr. Beavan then left the meeting at 7.15pm.

136/25-26 Finance Matters 2025/6

136/25-26.1 Review of Receipts/Budget & Payments/Budget Reports

The figures were **ACCEPTED** as presented.

136/25-26.2 Review & Approval of Bank Reconciliation

The Report was **APPROVED** as presented. Cllr. Richardson was authorised to sign the document.

136/25-26.3 Review & Approval of Internal Control Checklist & Lead Appointment

The checklist, with the addition of the new items and amendments as presented, was **APPROVED**. Cllr. Dadswell was **APPOINTED** as the Councillor to undertake the Checklist with Cllr. Whiting assisting as needed given her past experience. The completed checklist would be brought back to Council at the March meeting for ratification following the review.

136/25-26.4 Review of the Council's Website Editorial Access Arrangements

The Council agreed that it was proper for the Parish Council website editorial access rights to be the village's three web site administrators plus the Chair, Parish Clerk and Responsible Financial Officer. It was noted that other areas of the village website were overseen by other village organisations and that they had their own editors, but that these other editors could not edit Parish Council pages. There was also a complete audit trail of who had edited any particular page and constant backup of previous versions pages should anything be accidentally deleted.

Signed.....

Dated.....

136/25-26.5 Approve items on the Authority to Pay Sheet

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

137/25-26 Speed Camera Replacement.

Cllr. Lewis reported that one of the existing units (at the entrance to the village) is in need of upgrading (old batteries and no Bluetooth for data) and it was proposed to upgrade the existing unit to solar power with bluetooth. This would also require a larger/thicker support pole due to the weight of the solar unit and would make this unit non-portable to other locations.

It was also clarified that the Speed Awareness Monitor would also then become the property of the Parish Council (it is currently owned by the Walberswick Common Lands Charity).

It was then **AGREED IN PRINCIPLE** to replace the Speed Awareness Monitor and to apply for a Locality Grant from D Cllr. Beavan and C Cllr. Smith to help fund this when exact costs are known, all in favour.

The Responsible Financial Officer then left the meeting at 7.50pm.

138/25-26 Vacant Nominative Trustee Role for Walberswick Common Lands Charity

Cllr. Lewis reported that as the term of one Trustees appointed by the Council is complete, it was necessary to refill the position. He said that the incumbent was willing to serve another term. The Council agreed that the vacancy would be advertised but would mention that the current Trustee was willing to serve another term. Applications would be considered, in line with WPC policy, in a closed session of the Parish Council at the February meeting.

139/25-26 Repairs to the Village Green

Cllr. Whiting reported that an inspection would be taking place in the next week. Plans of the area and seeding will then be presented to the February Council meeting where maintenance, access and timing of possible works can be discussed.

140/25-26 SALC Pilot on holiday leave as part of payroll

Cllr. Lewis reported that the Parish Council had volunteered to be a part of a trial to outsource the monitoring and approval of holiday leave for staff to SALC as a tie in with the current payment system. It was **AGREED** to carry on with the involvement and report back to Council as appropriate.

Signed.....

Dated.....

141/25-26 Consideration of joining ESCEP and nomination of a representative if appropriate

Cllr. Bassinette reported on the importance of membership of this group due to the number of Nationally Significant Infrastructure Projects impacting Walberswick, such as Sizewell C, Lion Link and Sea Link. The Council **RESOLVED** to support WPC's membership and to delegate Cllr Bassinette as the WPC representative to the group.

142/25-26 Oral updates from Councillors on areas of responsibility if relevant:

142/25-26.1 Lion Link

It was reported that the consultation would begin on the 13th January 2026 and run for eight weeks.

It was further reported that a meeting of Walberswick Against Lion Link will take place on the 24th January 2026 which Cllr. Bassinette would attend as WPC's representative. She said going forward, WPC and WALL would need to work hand-in-hand to manage the process and do what they could to fight the development.

142/25-26.2 Village News

Items for the upcoming edition were **AGREED**

143/25-26 Oral Committee Reports if relevant

No reports were given. It was mentioned that a Safety Committee meeting was needed as soon as possible to discuss the ROSPA reports.

144/25-26 Clerk's Report

The Clerk reported on the progress on a recent Freedom of Information Request which was now concluded. It was also agreed to extend the invitation to attend the East Suffolk Council Planning Forum to all Councillors.

145/25-26 Matters Arising

145/25-26.1 Consideration of creation of IT Policy for Parish Council February Meeting

It was **AGREED** to place this item on the February agenda.

145/25-26.2 Safety Committee Report for February meeting.

It was **AGREED** to place this item on the February agenda.

145/25-26.3 Closed Session for Consideration of Nominative Trustee for

Signed.....

Dated.....

Walberswick Common Lands Charity

It was **AGREED** to place this item on the February agenda.

146/24-25 Date and Time of next meeting was confirmed as Monday 9th February 2026 at 7pm.

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

The meeting closed at 8.22pm.

Signed.....

Dated.....