

WALBERSWICK PARISH COUNCIL

Minutes of the Meeting of the Parish Council meeting held on Monday 8th June 2026 at 7pm.

Present (physically): Councillors Whiting (Chair), Lewis (Vice-Chair), Bassinette, Dadswell, Richardson and Watson. No members of the public 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 C Cllr. J Matthews, D Cllr. D Beavan, Mark Knight, Parish Clerk, Simon Ashton, Responsible Financial Officer and one member of the public.

027/26-27 Chair's welcome.

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

028/26-27 To consider and approve any apologies for absence.

Apologies were received and accepted from Cllr. Sutton.

029/26-27 Declaration of Interest and Requests for Dispensation.

Cllr. Lewis declared an interest in item 035/26-27.4 concerning the appointment of the Internal Auditor for 2026-7.

030/26-27 Open Forum

None.

031/26-27 To receive a report from County Councillor John Matthews

C Cllr. Matthews reported that he had recently attended the Suffolk Show where a presentation from the Chief Executive Officer of Sizewell C had been given. It was hoped that the facility would be up and running in ten years with many jobs being created. It was also reported that the resurfacing work on the B1125 Water Tower Road would be completed in mid-July. Although it was unclear if this was being coordinated by Suffolk County Council Highways or Sizewell C.

032/26-27 To receive a report from East Suffolk District Councillor David Beavan

D Cllr Beavan reported that the new refuse collections were due to be going out imminently. There has been a lot of communication both physically and electronically which clarified the bin types and colours. Any problems should be reported direct to East Suffolk Council, preferably via the app.

033/26-27 To consider the minutes of the meetings of 11th May 2026

The minutes of the 11th May 2026 meeting were **APPROVED** with the Chair to sign and to retain them until they can be handed to the Clerk in person.

034/26-27 Planning

034/26-27.1 Applications to consider

034/26-27.1.1 Tinkers House, Walberswick Road DC/26/1209/FUL

It was **RESOLVED** to **SUPPORT** to this application subject to the views of the National Landscape Officer being sought, a condition preventing the ruin becoming a separate dwelling being imposed and a full lighting and landscape plan being submitted.

034/26-27.1.2 The Stables, The Street DC/26/1577/FUL & DC/26/1578/LBC

It was **RESOLVED** to **OBJECT** to this application due to it failing to preserve or enhance a designated heritage asset.

034/26-27.2 To note responses made under delegated authority

034/26-27.2.1 Dunwich Bay House, Stocks Lane DC/26/1581/FUL

It was **RESOLVED** to **OBJECT** to this application due to the application being contrary to SCLP 10.1, 10.4 and 11.1 and fails to meet the National Planning Policy Framework's requirement to conserve landscape character and amenity.

034/26-27.2.2 Green Gates, The Street DC/26/1228/FUL

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

035/26-27 Finance Matters 2025/6

035/26-27.1 Review & Approval of Internal Audit Report

It was **AGREED** to **APPROVE** the Internal Audit Report and thanks were given to the Responsible Financial Officer for all their hard work

035/26-27.2 Review & Approval of Internal Audit Report Response Action Plan

It was **AGREED** to **ACCEPT** the action plan and that all actions would be placed on the appropriate agendas for consideration during this financial year.

035/26-27.3 Review of Effectiveness of Internal Audit

It was **AGREED** that the scope, quality, access to documents and staff and independence of the auditor was good.

035/26-27.4 Appointment of Internal Auditor (2026/7)

It was **AGREED** to appoint the Suffolk Association of Local Councils as the Internal Auditor for the 2026/7 Civic year.

035/26-27.5 Review & Approval of Statement of Accounts

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

035/26-27.6 Review & Approval of AGAR Section 1 Annual Governance Statement

It was **AGREED** to **APPROVE** the Annual Governance Statements and for the Clerk and Chair to sign.

035/26-27.7 Review & Approval of AGAR Section 2 Accounting Statements

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

035/26-27.8 Review & Approval of Explanation of Variances

It was **AGREED** to **APPROVE** the explanations given by the Responsible Financial Officer.

035/26-27.9 Review & Approval of Notice of Public Rights

The dates for the Exercise of Electors' Rights were **APPROVED** as being between Monday 15th June and Friday 24th July 2026 with all relevant papers being published on Friday 12th June 2026 both on the website and on the noticeboard.

035/26-27.10 Review & Approval of Payments

It was **AGREED** to **APPROVE** all payments on the sheet and Cllrs. Bassinette and Lewis were authorised to make the electronic payments.

036/26-27 To discuss the payment of an invoice

It was **AGREED** to pay the invoice of £75 for the rent of the allotment site and the Responsible Financial Officer was authorised to make the payment upon receipt. It will also be added to the next Authority to Pay Sheet.

The Responsible Financial Officer then left the meeting at 7.58pm.

037/26-27 To approve the allotment prices, terms and conditions

It was **AGREED** to defer this item to a later meeting when the water bill total would be known.

038/26-27 To review Subject Access Request (SAR) Policy

It was then **RESOLVED** to **ADOPT** the policy with no changes. All in favour.

039/26-27 Signage for rabbit holes in WPC owned or controlled land

It was **AGREED** to delegate authority to Cllr. Lewis to obtain and fix the relevant signage, providing costs were consistent (subject to inflation) with previous signs obtained.

040/26-27 To discuss the Walberswick Local History Group Jubilee Seat plaque

It was **AGREED** to delegate authority to Cllr. Dadswell to amend the plaque design and advise the History Group via Cllr Lewis. Subject to the fact that the Council would require the plaque to be in brass this was **APPROVED**.

041/26-27 Walberswick Cricket Strip

It was **AGREED** that the applicants should first approach the Walberswick Common Lands Charity for permission as the Playing Fields were actually owned by them. It was also **AGREED** to add this to a future agenda seeking the permission of the Parish Council if the individuals concerned wished to progress it, as maintenance costs would also have to be considered. It is understood that no financial contribution was being sought from the Parish Council at the current time

042/26-27 Oral Updates from Councillors on areas of responsibility if relevant.

042/26-27.1 Lion Link

It was reported that an Extraordinary meeting of the Parish Council would be called for the 15th July 2026 where representatives from Lion Link would be present. As many councillors as possible were urged to be present as this has to be a quorate meeting.

043/26-27 Oral Committee reports if relevant.

None.

044/26-27 Clerk's report

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

045/26-27 Matters arising

None.

046/26-27 Date of next meeting was confirmed as being Monday, 13th July 2026 at 7pm.

The meeting closed at 8.42pm.