

### Winterton-on-Sea Parish Council Meetings' Action Log

| Meeting    |    | Action   | Actioneé  | Due Date  | Status                             |
|------------|----|--|---|-----------|------------------------------------|
| 19/04/2023 | 7  | Ask Natural England to publish the process for requesting permission to make householder enhancements to land adjoining the SSSI | Cllr E Punchard   | ASAP      | Repeat effort                      |
| 19/04/2023 | 11 | Investigate previous clerk's actions on insurance claim for above incident and submit claim if suitable                          | Cllr M Carr   | ASAP      | Ongoing                            |
| 19/04/2023 | 18 | Potential boundary damage issue at Allotments  | Cllr L McMahon  | Nxt Mtg   | Ongoing                            |
| 17-05-2023 | 4  | Monitor water usage of recreation ground users each month over a year .  | Cllrs. M. Bobby & J. Smithson <i>to supply to</i> Cllr. D Clegg | June 2024 | Ongoing after amendment, June mtg. |
| 17-05-2023 | 5  | Fisherman's Wall repair: obtain quotes   | Cllrs. M Bobby & M Carr   | ASAP      | Ongoing                            |
| 17-05-2023 | 6  | Low Road development: Get copies of original plans and revisions   | Cllr M Bobby  | ASAP      | Ongoing                            |
| 17-05-2023 | 9  | Low Road development: Contact environmental services re: loss of hedgerows   | Cllr E Punchard   | Nxt Mtg   | Ongoing                            |
| 17-05-2023 | 13 | Establish a Policy Master/ Schedule for the parish council   | Cllr M Carr   | Nxt Mtg   | Ongoing                            |
| 28-06-2023 | 1  | Ask letting agent of Grayling House to arrange for road surface and ditch repairs  | Cllr. E. Punchard   | Nxt Mtg   | Opened                             |
| 28-06-2023 | 2  | Connect hosepipe to water supply at recreation ground (for new trees)  | Cllr. J. Smithson   | ASAP      | Opened                             |
| 28-06-2023 | 3  | Review possibilities and opportunities to site and fund a flagpole at VH   | Cllr. J. Smithson   | Nxt Mtg   | Opened                             |
| 28-06-2023 | 4  | Write to Caister PC to accept invitation to form local council group   | Cllr. M. Carr   | Nxt Mtg   | Opened                             |
| 28-06-2023 | 5  | Email Cllr Bensly & Cllr. Carr (as Proper Officer) details of required information/action from CPE, so that they may persue.     | Cllr. E. Punchard   | ASAP      | Opened                             |

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| 28-06-2023 | 6  | Consider temporary 'palm oil' signage for beach  | Cllr. J. Smithson                  | Sept. 2023       | Opened |
| 28-06-2023 | 7  | Investigate using expense claim forms and purchase-order based approval to spend for councillors | Cllr.s M. Carr & D. Clegg          | Sept. 2023       | Opened |
| 28-06-2023 | 8  | Additional litter bins at beach and in village   | Cllr. D. Clegg                     | ASAP             | Opened |
| 28-06-2023 | 9  | Possible wildflower area in children's playground  | Cllr. J. Smithson                  | Nxt Mtg.         | Opened |
| 28-06-2023 | 10 | Addressing concerns raised in Recreation Ground Buildings Fire Report                            | Cllr. M. Bobby                     | ASAP             | Opened |
| 28-06-2023 | 11 | JPH vaccination/health 'pop up' 30th June at VH  | Cllr. D. Clegg                     | 30/06/23         | Opened |
| 28-06-2023 | 12 | NCC Highways Parish Partnership 24/25 bids for Traffic Management Working Group to consider      | Cllr. N. Coe,<br>Cllr. J. Smithson | By end Nov. 2023 | Opened |
| 28-06-2023 | 13 | Fire extinguisher inspections are required for village hall and recreation ground                | Cllr. D. Clegg                     | ASAP             | Opened |
| 28-06-2023 | 14 | Add 30-day payment details to parish council issued invoices                                     | Cllr. D. Clegg                     | ASAP             | Opened |
|            |    |  |                                    |                  |        |