

### 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
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	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	C/Fwd
28-06-2023	5	Email Cllr Bensly & Cllr. Carr (as Proper Officer) details of required information/action from CPE, so that they may pursue.	Cllr. E. Punchard	ASAP	C/Fwd
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	Ongoing
28-06-2023	8	Additional litter bins at beach and in village	Cllr. D. Clegg	ASAP	Ongoing
28-06-2023	12	NCC Highways Parish Partnership 24/25 bids for Traffic Management Working Group to consider	Cllr. N. Coe, Cllr. J. Smithson	By end Nov. 2023	Ongoing
26-07-2023	1	Remove existing poles from front of village hall.	Cllr. J. Smithson	ASAP	Opened
26-07-2023	2	Contact Caister Councillor who suggested a joint working group	Cllr. N. Coe	ASAP	Opened
26-07-2023	3	Take photos to show the completed reparation work and email Fireskill to re-issue the Safety report.	Cllr. D. Clegg, Cllr. M. Bobby	ASAP	Opened
26-07-2023	4	Obtain quotations from GYBC, Maple trees, etc. for cutting back allotment /Empson's Loke hedgerow/trees.	Cllr. L. McMahon	ASAP	Opened

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

Meeting		Action	Actioneé	Due Date	Status
26-07-2023	5	Put NCC Consultations and the Community Alcohol Partnership Survey on the website and promote on social media	Cllr. M. Carr	ASAP	Opened
26-07-2023	6	Remove all data following legal processes, and scrap the 2 old council laptops.	Cllr. M. Carr	ASAP	Opened
26-07-2023	7	Update parish council asset register	ALL (follow requests by Cllr. M. Carr	Nxt Mtg	Opened
26-07-2023	8	Commence planning for PC one-page newsletter	Cllr. R. Henwood	Ongoing	Opened