



WINTERTON-ON-SEA PARISH COUNCIL

Tel: 07918 978921. Email: clerkwinterton@gmail.com

Chairman: Mark Bobby, Vice-Chairman: *Vacant*

Clerk to the Council: *Jolene Towne*

Interim Responsible Financial Officer: Cllr. D. Clegg.

NOTICE OF MEETING AND SUMMONS TO ATTEND

Councillors are summoned and the press and the public are invited to attend
The Annual Parish Council Meeting of Winterton-on-Sea Parish Council to be held at the Village Hall
on Wednesday 29th May 2024 from 7.30pm.

Date published: 23/05/2024

Clerk:

J. Towne

AGENDA

- 1. To elect a chair of the council for the forthcoming year.**
- 2. Apologies and Quorum determined.**
 - 2.1. Apologies received.
 - 2.2. Quorum determined.
- 3. To elect a Vice-Chair for the council for the forthcoming year.**
- 4. Declarations of Interest**
 - 4.1. Councillors should declare any pecuniary or non-pecuniary interest on any agenda item.
 - 4.2. To consider any dispensation requests received.
- 5. Minutes of previous Meeting**
 - 5.1. To approve the minutes of the Council meeting held on Wednesday 24th April 2024 and the minutes of the Annual Parish Council Meeting held on Wednesday 17th May 2023.
 - 5.2. To review the Action Log from that meeting (*where not included in this agenda*)
 - 5.3. Any matters arising from those minutes/actions not covered in this agenda, must be tabled for discussion (at the discretion of the Chair).
- 6. Public Participation and Reports**
 - 6.1. To receive a report from Great Yarmouth Borough and Norfolk County Councillor James Bensly, if present.
 - 6.2. To receive a report from Great Yarmouth Borough Councillor Noel Galer if present.
 - 6.3. Open forum for members of the public.
 - 6.4. Cllrs could briefly present items raised with them by residents but should always encourage members of the public to raise their own issues in this forum.
- 7. Regular Council Business: Reports and updates**
 - 7.1. Allotments
 - 7.1.1. Councillor/s Update/s *;
 - 7.1.2. Maintenance Plan required? *
 - 7.1.3. Duffles Pond update

7.2. Village Maintenance

7.2.1. Councillor/s update/s *; to include memorial bench in Fisherman’s Garden (NC)

7.3. Traffic Management

7.3.1. Councillor/s Update/s *; to include missing “H” Bar at WoS Church (DC) and Yellow Lines Plan (NC)

7.3.2. Plan status.

8. Committee / Working group Reports.

8.1. Finance Committee: No report.

8.2. Environment Working Group.

8.3. Newsletter

8.3.1. Confirm Distribution - MC

9. Correspondence, Consultations and Administration

9.1. Cllr J. Bensly - NCC Updates (3)

9.2. Operation Randall Newsletters (1) and other Police newsletters

9.3. Community Events and newsletters

9.4. Correspondence received for council consideration: to include Note of GYBC Tree Preservation Order No. 8 of 2024 - Trees on Land at Ocean Tides, The Holway, received Neighbourhood Watch Scheme Community Speedwatch

10. Projects, Proposals and Events

10.1. D-Day Event Update (MC)

11. Planning

11.1. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority.

11.1.1. Applications Received: As shown below

11.1.2. Applications Update: *If not shown below, all applications before May '24 have been closed.*

Reference	Location	Proposal	Date PC Informed	Received by GYBC	Type	Status
06/24/0264/HH	1 The Bungalow North Market Road Winterton NR29 4FU	Proposed single storey side extension	14-05-24	10-04-24	House holder	Undecided
06/24/0273/TCA	Capri Cottage King Street Winterton NR29 4AU	Proposed works to tree in a conservation area: T1 - Eucalyptus - Sectional fell to approximately 3ft from ground level	Not advised	15-04-24	Trees in Cons Area	Undecided

11.2. To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority after publication of the agenda.

11.3. To receive notification of planning decisions taken by Great Yarmouth Borough Council and the Broads Authority, where applicable.

11.4. Councillor/s Update/s *;

12. Financial Matters

12.1. To note receipts to-date for May 2024 – *list attached*.

12.2. To agree payments to be made by the end of May 2024 – *list attached*.

12.3. Confirm all invoices for hire/rent for May have been issued – DC.

12.4. To confirm quote for VH Toilets agreed prior using financial reg 4.5

12.5. To confirm approval given to repair the leak at the allotment using financial reg 4.5

12.6. To consider grant application from Winterton Bowls Club

12.7. To confirm the electricity bill received from Octopus due to an error in their system (DC)

12.8. To consider the request for authorisation to get a PC lawn Mower and Hedge Trimmer serviced and repaired. (LM)

13. Policies and other Calendar Items

13.1 Code of Conduct, review declarations as still valid, consider training.

14. Confirm Committees of The Council By Resolution

14.1 Appoint a Chair per Committee and agree membership

14.2 Terms of Reference per Committee to be presented at the next meeting.

15. Confirm Advisory Committees of The Council by Resolution

15.1 Appoint a Councillor per Advisory Committee (declarations from non-Councillor members will be required)

15.2 Terms of Reference to be presented at the next meeting.

16 Staffing

16.1 To confirm permanent employment of Parish Clerk.

17 Business for Future Meeting

17.1 Date of the next meeting is set for Wednesday 26th June 2024 at 7.30pm in the Village Hall.

17.2 Items for the next meeting to include:

17.2.1 Resolutions for Committees and Working Groups (Advisory Committees)

In accordance with the Public Bodies (administration to meetings) Act 1960, the meeting will RESOLVE to exclude the press and public during the following items due to their confidential nature.

None applicable