



# WINTERTON-ON-SEA PARISH COUNCIL

Tel: 07918 978921. Email: clerkwinterton@gmail.com  
Chairman: Mark Bobby, Vice-Chairman: Liam McMahon  
Clerk to the Council: *Jolene Towne*  
Responsible Financial Officer: Jolene Towne

## NOTICE OF MEETING AND SUMMONS TO ATTEND

Councillors are summoned and the press and the public are invited to attend.  
a meeting of Winterton-On-Sea Parish Council to be held.  
at the Village Hall at 7.30 pm on Wednesday 31st July 2024

Date: 22/07/2024

Clerk:

*J. Towne*

## AGENDA

### 1. Apologies and Quorum determined.

- 1.1 Apologies received.
- 1.2 Quorum determined

### 2. Declarations of Interest

- 2.1 Councillors should declare any pecuniary or non-pecuniary interest on any agenda item
- 2.2 To consider any dispensation requests received.

### 3. Minutes of previous Meeting

- 3.1 To approve the minutes of the Council meeting held on Wednesday 26<sup>th</sup> June 2024.
- 3.2 To review the Action Log from that meeting (*where not included in this agenda*)
- 3.3 Any matters arising from those minutes/actions not covered in this agenda, must be tabled for discussion (at the discretion of the Chair).

### 4. Public Participation and Reports

- 4.1 To receive a report from Great Yarmouth Borough and Norfolk County Councillor James Bensly if present.
- 4.2 To receive a report from Great Yarmouth Borough Councillor Noel Galer if present.
- 4.3 Open forum for members of the public.
- 4.4 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

### 5. Regular Council Business: Reports and updates

#### 5.1 Village Hall

- 5.1.1 Councillor/s Update/s \*; Confirm Fire Extinguishers have been serviced (JT)
- 5.1.2 Preventative Maintenance Plan & status

#### 5.2 Recreation Ground

- 5.2.1 Councillor/s Update/s \*; including Changing Rooms repairs update (JS)  
Bench on Recreation Ground Update (LM)
- 5.2.2 Preventative Maintenance Plan status

5.3 Allotments

- 5.3.1 Councillor/s Update/s \*;
- 5.3.2 Duffles Pond Update including adding to PC website
- 5.3.3 Maintenance Plan required? \*

5.4 Village Maintenance

- 5.4.1 Councillor/s Update/s \*; including Children's Play Area, following yearly inspection advised that the bearing on the Proludic sweeping see saw needs to be repaired or replaced.

5.5 Traffic Management

- 5.5.1 Councillor/s Update/s \*;
- 5.5.2 Plan status.

5.6 Green spaces

- 5.6.1 Grass-cutting update including potential increase of cost for additional cuts from Parish Council Contractors

5.7 Maritime/Beach matters

- 5.7.1 Councillor/s Update/s \*; to include WoS Valley steps update.
- 5.7.2 Plan to include the end of Beach Road, toilets, signage, and adaptation.

**6. Committee / Working Group Reports**

- 6.1 Finance Committee: No Report
- 6.2 Environment Working Group
- 6.3 Newsletter
  - 6.3.1 Confirm the Issue produced.
  - 6.3.2 Editorial
  - 6.3.3 Batching, Distribution,

**7. Correspondence, Consultations and Administration**

- 7.1 Cllr J. Bensly - NCC Updates (1)
- 7.2 Operation Randall Newsletters (1) and other Police newsletters
- 7.3 Community Events and newsletters
- 7.4 Correspondence received for council consideration - NONE

**8. Projects, Proposals and Events**

- 8.1 Garage Sale Date Confirmed and published

**9. Planning**

- 9.1 To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority.
  - 9.1.1 Applications Received: NONE
  - 9.1.2 Applications Update: *If not shown below, all applications before Mar '24 have been closed.*

Winterton-on-sea Parish Council Meeting Agenda, 31<sup>st</sup> July 2024

Reference	Location	Proposal	Date PC Informed	Received by GYBC	Type	Status
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	APPROVED

- 9.1.3 To consider consultee response to applications received from Great Yarmouth Borough Council and the Broads Authority after publication of the agenda.
- 9.1.4 To receive notification of planning decisions taken by Great Yarmouth Borough Council and the Broads Authority, where applicable
- 9.1.5 Councillor/s Update/s \*;

**10. Financial Matters**

- 10.1 To note receipts to-date for July 2024 – *list attached*.
- 10.2 To agree payments to be made by the end of July 2024 – *list attached*.
- 10.3 Confirm all invoices for hire/rent for July have been issued – JT
- 10.4 Consider setting up a PayPal account for the Parish Council. Security Certificate has now been implemented.
- 10.5 To approve D-Day Invoices submitted by T. Byrne - Budgeted

**11. Policies and other Calendar Items**

- 11.1 To review, approve and adopt the Business Continuity Plan for this parish council;
- 11.2 To review, approve and adopt the Allotment Inspection Procedure and inspection form for this parish council; including Notice to Terminate Tenancy Form

**12. Business for Future Meeting**

- 12.1 The date of the next finance meeting is set for Wednesday 11<sup>th</sup> September 2024 at 6.30 pm in the Village Hall.
- 12.2 The date of the next meeting is set for Wednesday 25<sup>th</sup> September 2024 at 7.30 pm in the Village Hall.

**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