



# WINTERTON-ON-SEA PARISH COUNCIL

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Clerk to the Council: S. Kent

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## Winterton-On-Sea Parish Council Meeting to be held at the Village Hall at 7.30pm on Wednesday 30 June 2021

**Please note** the Village Hall only has capacity for 10 members of the public to attend the meeting safely in light of current covid-19 government guidance. If people wish to attend, please contact the Clerk on/by Tuesday 29 June to book a place for attendance. Places will be confirmed by order of receipt of request. If members of the public do not wish to attend but would like to ask a question, please email the Clerk by Tuesday 29 June and this will be read out at the meeting.

Attendees should wash their hands, use sanitiser and wear a face mask at all times. Public Health England are advising people to use a Lateral Flow Test to protect family, colleagues and the general public: <https://www.ox.ac.uk/news/2020-11-11-oxford-university-and-phe-confirm-lateral-flow-tests-show-high-specificity-and-are>

If you or anyone you have been in close contact with someone with Covid-19 symptoms then please stay at home and follow the government guidance <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

### AGENDA

1. **Appointment of Chairman of the Council for the Ensuing Year**
2. **Declaration of Acceptance of Office of Chairman of the Council**
3. **Election of Vice-Chairman**
4. **Attendance** – to consider apologies and note those present
5. **Declarations of interest and dispensations\***
6. **Minutes of the meeting** - held on 28 April 2021
7. **Matters arising from the previous minutes, for information only**
8. **Public Participation** – An opportunity for members of the public to ask questions.  
To hear reports from Great Yarmouth Borough and County Councillors. (Max time 20 mins)
9. **Clerk's Report** - to note
10. **Correspondence and Consultations:**  
North Norfolk Local Plan - Initial Consultation on North Walsham West  
Please visit [www.north-norfolk.gov.uk/northwalshamwest](http://www.north-norfolk.gov.uk/northwalshamwest) in order to learn more about the consultation and to view and comment on the initial proposals.
11. **Planning:** To consider applications or decisions received from GYBC for comment:
  - (a) **Applications received** from Great Yarmouth Borough Council (GYBC):  
**06/21/0410/F:** Proposed demolition of garage/car sales building and construction of no.2 4 bedroom detached dwellings with garages: Caters Service Station Black Street, NR29 4AP.  
**06/21/0426/F:** Amendment to pp.06/20/0136/F - Extensions and Alterations to Existing Chalet Bungalow (as Approved 30.6.20), 1) Reduction of single storey side extension  
2) Removal of proposed chimney, dormer and roof lantern, 3) Revision of doors and windows  
4) Alterations to internal layout: Winfield Empson's Loke, NR29 4AR.  
**06/21/0311/F:** Proposed demolition of existing property and erection of one, three-bedroom chalet bungalow: The Ark North Market Road, NR29 4BH.

**06/21/0319/F:** Propose front and rear extension; replace roof to form additional accommodation LOCATION: 23 The Holway, NR29 4BU.

(b) **Decisions** received from GYBC: **06/21/0219/F:** To install 2no. Uhlmann Force 10 Storm umbrellas in rear patio Area, LOCATION: Poppy's, Beach Road Winterton, NR29 4AJ. GYBC DECISION **GRANTED**.

(c) **Broads Authority Decisions:** None.

(d) **Neighbourhood Plan update** – Cllr Bobby

## **12. Village Matters**

9.1 Grass-cutting – update Cllr Clegg/Clerk

## **13. Updates from Cllrs**

(a) Traffic Management Working Group

(b) Welcome Back Support Fund GYBC – Cllr Punchard

(c) Environment including: Endure, RSPB and the Seal Mural – Cllr Punchard

(d) Low Road Surfacing Project – Cllr Hartley

## **14. Financial Matters:**

(a) Bank reconciliation – to receive and approve receipts and expenditure payments for May and June 2021.

(b) AGAR - To receive minutes of the Annual Governance Annual Return Meeting held 21 June 2021 and included: a) Annual Governance Statement b) Accounting Statement c) Annual Internal Audit Report and d) Accounts for the Year ended 31 March 2020. To note variances and notice of elector's rights.

(c) Toilets - To review and consider second payment contribution for cleaning in 2021- Cllr McMahan

(d) Asset Register – To receive latest updates.

(e) Insurance - To note latest renewal date.

## **15. Administration**

Review and adoption of list of policies which also includes:

(a) Standing Orders, Financial Regulations, Code of Conduct

(b) Complaints Policy, Data Protection Policy, FOI Model Publication Scheme

(c) Council risk assessment, Volunteer Policy

## **16. Items for the next agenda**

Cllr Roles and responsibilities, Action Plan and Engagement Strategy

## **17. Next meeting** – Parish Council Meeting on Wednesday 28 July 2021 – 7.30pm

Published - 25 June 2021

*S.Kent - Parish Clerk*

\* You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests form. You must declare the interest and leave the room whilst the matter is under discussion. You have a Personal Interest in a matter to be discussed if it affects:

• Your wellbeing or financial position, • That of your family or close friends, • That of a club or society in which you have a management role