

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

Meeting		Action	Actioneé	Due Date	Status
07-06-2023	F2	Beach Cleaning on November full council meeting agenda	Cllr. M. Carr	Nov '23	Ongoing
07-06-2023	F6	Establish digital access list and store in secure place	Cllr. M. Carr	Nxt Mtg	Ongoing
07-06-2023	F9	Expense claim form & possible use of purchase order type forms	Cllr. D. Clegg & Cllr M. Carr	Nov '23	Ongoing
07-06-2023	F10	Complete VAT return	Cllr. D. Clegg & Cllr M. Carr	ASAP	Ongoing
07-06-2023	F12	Investigate purchase and management of additional bins with GYBC	Cllr. D Clegg	ASAP	Ongoing
06-09-2023	F1	Amend 5.7 in Fin. Regs to bring in line with item 2.2	Cllr. M. Carr	Nov '23	Opened
06-09-2023	F2	Prepare a plan of village hall maintenance and improvements for full council approval	Cllr. J. Smithson	ASAP or October '23	Opened
06-09-2023	F3	Allotment increases to be on September agenda	Cllr. M. Carr	Sept. '23	Opened
06-09-2023	F4	Measure outstanding plot for correct rate charge	Cllr. L. McMahon	Sept. '23	Opened
06-09-2023	F5	Extend invitation to the newly-formed Duffles Pond group to address the Parish Council to explain activities and request support needed.	Cllr. L. McMahon	ASAP	Opened
06-09-2023	F6	Investigate how to include Earmarked Reserves in budget cost centre reports	Cllr. D. Clegg & Cllr M. Carr	ASAP	Opened
06-09-2023	F7	Amend Jubilee Cost code to Craft Fair & add £100 for environment group.	Cllr. D Clegg	ASAP	Opened
06-09-2023	F8	Website Hosting: a new cost centre (under administration) for website hosting, funds to be taken from Office Equipment	Cllr. D. Clegg	ASAP	Opened