

Winterton-on-Sea Parish Council Meetings' Action Log for input to April 2024 PCM

Agenda	Meeting		Action	Actioneé	Due Date	Status
5.7.1	28-06-2023	5	Email Cllr Bensly & Cllr. Carr details of required information/action from CPE, so that they may pursue. <i>Update 27/02/24 – Cllr. E. Punchard attended a meeting with CPE however no further response received.</i>	Cllr. E. Punchard	ASAP	Ongoing
	26-07-2023	6	Remove all data following legal processes and scrap the 2 old council laptops. – <i>Updated 24/01/24 - 1 laptop remaining to be scrapped</i>	Cllr. M. Carr	ASAP	Ongoing
	27-09-2023	5	Prepare a proposal for the D-Day beacons celebration next June '24 – <i>Update 27/03/24 – Remains ongoing due to time constraints</i>	Cllr. M. Carr	ASAP	Ongoing
5.4.1	29/11/2023	2	Tree in Cobbleways – Discussion needed regarding removing concrete from base of the tree- <i>Cllr E Punchard to contact Cllr. J. Bensly – Currently no one is taking ownership of this.</i>	Cllr. E. Punchard	Next Mtg	Ongoing
5.4.1	24/01/2024	3	Streetlight timing schedule to be shared when available	Cllr. E. Punchard	Next Mtg	Ongoing
5.1.1	24/01/2024	5	Quotes for leak in roof of ladies' toilet in Village Hall to be obtained	Cllr. D Clegg Cllr. J. Smithson	Next Mtg	Ongoing
	24/01/2024	6	GDPR and other data management Policy Review	Cllr. R. Henwood	Next Mtg	Ongoing
5.2.1	28/02/2024	4	Obtain a quote for a new sign at the recreation ground – for approval after March '24.	Cllr. D Clegg	Next Mtg	Ongoing
5.4.1	28/02/2024	5	Reminders to be issued via website and social media regarding responsible disposal of waste and locations of current bins	Cllr. D Clegg Clerk J Towne	Next Mtg	Ongoing
5.5.1	28/02/2024	6	To contact the school to request reminders to all parents of the village's speed limit and responsible driving.	Cllr. D Clegg	Next Mtg	Ongoing
	28/02/2024	8	To obtain quotes for Brass plaques for the VH and VH Noticeboard	Cllr. R. Henwood	Next Mtg	Ongoing
5.4.1	28/02/2024	11	Obtain a quote for repair/replacement of the Noticeboard at Poppy's – <i>Update 27/03/24 – To approach Caister Men's Club for assistance</i>	Cllr. D Clegg	Next Mtg	Ongoing
5.4.1	27/03/2024	1	Rubbish being left on Low Road – A letter is to be sent to the owner of the rubbish to request for this to be removed and to remind them that the abandonment of waste is an offence under the Environmental Protection Act.	Cllr. J. Smithson	Next Mtg	Opened

Winterton-on-Sea Parish Council Meetings' Action Log for input to April 2024 PCM

Agenda	Meeting		Action	Actioneé	Due Date	Status
5.4.1	27/03/2024	2	Current condition of some grounds of a house in the Holway was discussed. Agreed to report to Environmental Health	Cllr.D. Clegg	Next Mtg	Opened
5.3.1	27/03/2024	3	Overflow drain at the far end of the allotments seems to be blocked.	Cllr. L. McMahon	Next Mtg	Opened
	27/03/2024	4	Publish Statement of Internal Control on the website	Clerk J. Towne	Next Mtg	Opened
	27/03/2024	5	Duffles Pond Statement re: youths / lifebuoy to be published on the website	Clerk J. Towne	Next Mtg	Opened
5.5.1	27/03/2024	6	Contact Highways again to ask for bigger signs to be installed at Low Road	Cllr. D Clegg	Next Mtg	Opened
	27/03/2024	7	Advise Resident of planning issue	Clerk J. Towne	Next Mtg	Opened
	27/03/2024	8	Compile Biodiversity Policy	Cllr. E. Punchard	Next Mtg	Opened
5.5.1	27/03/2024	9	Contact J. Bensley for double yellow line project cost assistance	Cllr. N. Coe	Next Mtg	Opened
9.4	27/03/2024	10	Lighthouse Planning application re: trees - to contact G. Watson for report.	Cllr. E. Punchard	Next Mtg	Opened
9.4	27/03/2024	11	Cobbleways Planning application – Object via portal	Cllr. E. Punchard	Next Mtg	Opened