



# WINTERTON-ON-SEA PARISH COUNCIL

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

Clerk to the Council: *Jolene Towne*

Interim Responsible Financial Officer: Cllr. D. Clegg.

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## 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 24<sup>th</sup> April 2024.

Date: 18/04/2024

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 27<sup>th</sup> March 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 \*;
- 5.1.2. Preventative Maintenance Plan & status

#### 5.2. Recreation ground

- 5.2.1. Councillor/s Update/s \*; including Changing Rooms repairs update.
- 5.2.2. Preventative Maintenance Plan status

#### 5.3. Allotments

- 5.3.1. Councillor/s Update/s \*;
- 5.3.2. Maintenance Plan required? \*
- 5.3.3. Duffles Pond event update

#### 5.4. Village Maintenance

- 5.4.1. Councillor/s update/s \*
- 5.4.2. Location of bins/new bins – DC/JT

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 (DC)

5.7. Maritime/Beach matters

5.7.1. Councillor/s Update/s \*; to include Southern Valley tree removal and 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. Frequency;

6.3.2. Publication dates/ submission dates; May '24-Apr '25

6.3.3. Sponsorship.

6.3.4. Editorial

6.3.5. Batching, Distribution,

**7. Correspondence, Consultations and Administration**

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

7.2. Operation Randall Newsletters (2) and other Police newsletters

7.3. Community Events and newsletters

7.4. Correspondence received for council consideration:

7.4.1. To consider - NALC are offering £100 funding for new Gov.uk domain registrations. This reduces the price of your gov.uk domain name registration to £12 + VAT.

**8. Projects, Proposals and Events**

8.1. Annual Parish Meeting, Thursday 16th May 2024

8.2. D-Day proposal (MC)

**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.*

Reference	Location	Proposal	Date PC Informed	Received by GYBC	Type	Status
<a href="#">06/23/0532/F</a>	Mill Farm House Hemsby Road NR29 4AE	Proposed installation of 12no. ground based solar panels, storage shed, storage battery and invertor		19-06-23	Full	Undecided

## Winterton-on-sea Parish Council Meeting Agenda, 24<sup>th</sup> April 2024.

<a href="#">06/23/0512/F</a>	Land to the north of 36 Bulmer Lane Winterton NR29 4AF	Proposed construction of a 3-bedroom detached bungalow, and associated works including new access onto Lavender Court.		30-06-23	Full	Undecided
<a href="#">06/23/0905/TRE</a>	Land to the east of 12 The Cobbleways Winterton NR29 4AG	Proposed works to protected Grey Alder tree (Tree Preservation Order ref: TPO. 15 2023) - Crown reduction / canopy spread pruning by 1.5m and thin the canopy by 20%.	12/03/24	07-12-23	Works to TPO trees	APPROVE
<a href="#">06/24/0098/TCA</a>	The Lighthouse The Holway Winterton NR29 4BS	Notice of proposed works to trees in a Conservation Area - Removal of dead tree that has fallen; 1x Ash tree to be crown thinned; 1x Sycamore to be crown thinned; 1x Sycamore to be crown thinned	13/03/24	08-02-24	Trees in Con. Area	NO OBJECTION

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

### 10. Financial Matters

- 10.1. To note receipts to-date for April 2024 – *list attached*.
- 10.2. To agree payments to be made by the end of April 2024 – *list attached*.
- 10.3. Confirm all invoices for hire/rent for April have been issued – DC.
- 10.4. Confirm first half of the precept payment for 2024-25 has been received – JT.
- 10.5. Accounting & Governance Annual Return & audits 2023-24 update – DC.
- 10.6. To agree to the proposal for grant application from Aviva Nature.
- 10.7. Subject to the successful application of the above grant, this council approves the expenditure detailed in the proposal: payments are to be made following councils described and standard process when monies are received.
- 10.8. Confirm approval of an additional £80 spend to finish painting and replacing VH dormer windows using Fin. Reg 5.5
- 10.9. To consider Clerk access to Scribe to be increased to allow Jolene to load information ready to take over RFO

### 11. Policies and other Calendar Items

- 11.1. To review, approve and adopt the Standing Orders for this parish council;
- 11.2. To review, approve and adopt a Co-option policy for this council.

- 11.3. Note AGM next meeting, councillors are to consider the yearly action plan, roles and responsibilities and resources to support that.

**12. Business for Future Meeting**

- 12.1. Date of the next meeting is set for Wednesday 29<sup>th</sup> May 2024: this will be the council's AGM.
- 12.2. The Annual Parish Meeting is set for Thursday 16<sup>th</sup> May 2024
- 12.3. Items for the next meeting to include:
- 12.3.1. Explain the process for application for grants and/or joint-funded projects with existing policies;
  - 12.3.2. 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