

Winterton-on-Sea Parish Council Meetings' Action Log

Meeting	Action	Actionee	Due Date	Status
19/04/2023	A report of dates and details of appropriate correspondence and consultations from March – April 2023: this report to be available on the parish council website	Cllr M Carr	17/05/2023	
19/04/2023	Present to council the financial information detailed in Standing Order 17c and d(i)	Cllr D Clegg	17/05/2023	
19/04/2023	Clarify the location of 2 strimmers and one mower	Cllr L McMahon	ASAP	
19/04/2023	Add the purchase price of some recently purchased items for village hall / traffic management to the Asset Register.	Cllr M Carr	ASAP	
19/04/2023	Update the Asset Register with the correct location of some IT / Office items	Cllr M Carr	ASAP	
19/04/2023	Comment (if required) on Planning applications listed at item 9.1 of the minutes of Council Meeting on 19/04/2023	Cllr M Bobby	ASAP	
19/04/2023	Ask Natural England to publish the process for requesting permission to make householder enhancements to land adjoining the SSSI	Cllr E Punchard	ASAP	
19/04/2023	Commence the bid process for this year's tourist grant from Great Yarmouth	Cllr E Punchard	ASAP	
19/04/2023	Direct preferred arboriculture supplier to commence and provide the Parish Council with start date to inform any affected parties.	Cllr E Punchard	ASAP	
19/04/2023	Ask the Rural Flegg Villages Police Co-ordinator for detail of any reporting regarding the incident at the Fishermans Garden wall	Cllr N Coe	ASAP	
19/04/2023	Investigate previous clerk's actions on insurance claim for above incident and submit claim if suitable	Cllr M Carr	ASAP	
19/04/2023	Update & publish Reserves policy as agreed in item 11.1.1 of meeting	Cllr M Carr	17/05/2023	
19/04/2023	Update & publish the Statement of Internal Control as agreed in item 11.1.2 of the meeting	Cllr M Carr	17/05/2023	
19/04/2023	Update and publish the Risk Assessment as agreed in item 11.1.3	Cllr M Carr	17/05/2023	
19/04/2023	Annual Parish Meeting promotion	Cllr M Carr	ASAP	
19/04/2023	Investigate a broken light in the village hall storage sheds	Cllr D Clegg	ASAP	

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19/04/2023	Provide an operational report with recommendations for improved office equipment and provision	Cllr M Carr	17/04/2023	
19/04/2023	Investigate potential boundary damage issue at Allotments	Cllr L McMahon	17/04/2023	