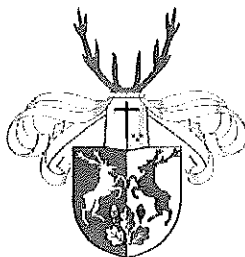


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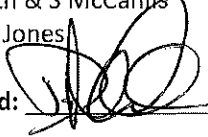


Parish Room
Old School Centre
Porlock
Somerset, TA24 8NP

Parish Council

Minutes of the Extraordinary Meeting of Porlock Parish Council held at 7pm on Wednesday 30th April at Porlock Village Hall

Councillors Present: D McCanlis (Chair), S Colson (Vice-Chair), D Heath & S McCanlis
Also present: No members of the public and Clerk, Johnathan Jones

Signed: 

Dated: 14/05/2025

MIn Ref:	Minutes	Action:
EM-2024-016	1) To receive apologies for absence (LGA 1972 s85 (1)) Cllr. M Stenning not present. No apologies were received.	
EM-2024-017	2) To consider any declarations of interest and disclosable pecuniary interest dispensations The chair asked members for any declarations. No declarations were made.	
EM-2024-018	3) To consider items to be dealt with after the public, including press, have been excluded (S. 1(2) of the Public Bodies (Admission to Meetings) Act 1960 There were no items proposed.	
EM-2024-019	4) Public participation There were no members of the public present.	
EM-2024-020	5) To discuss resourcing matters following the resignation of the Parish Council's Administration Officer and to consider: a) carrying forward up to 8 hours of the remaining notice period to be used beyond the contractual end date of 17th May 2025 as onboarding/handover support for up to two months Council RESOLVED to approve carrying forward eight hours. PROPOSED: D Heath SECONDED: S McCanlis VOTING: All in favour	
EM-2024-021	b) recruitment of an Administration Officer for 12hrs per week hours to cover the upcoming vacancy Council RESOLVED to approve the recruitment. PROPOSED: S Colson SECONDED: D McCanlis VOTING: All in favour	
EM-2024-022	c) making an offer to the other successful candidate (from interviews held on 24th March) on the same previously agreed contractual terms Council RESOLVED that an offer would be made to the other successful candidate.	JJ
	PROPOSED: S Colson SECONDED: D Heath VOTING: All in favour	

EM-2024-023 d) if the offer is not accepted by the other candidate then to advertise the new vacancy and restart the recruitment process

Council RESOLVED the clerk should proceed with the recruitment process if the offer was rejected.

JJ

PROPOSED: D Heath

SECONDED: S McCanlis

VOTING: All in favour

EM-2024-024 6) Date of the next meeting being the Annual Parish Council Meeting – 14th May 2025, at 7pm at Porlock Village Hall, Porlock

Meeting closed at 7:36pm