

PORLOCK PARISH COUNCIL

Parish Room, Old School Centre, Porlock Somerset. TA24 8NP

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Notice of the Ordinary meeting of Porlock Parish Council

To Councillors, you are hereby summoned to attend the Ordinary meeting of Porlock Parish Council at 7pm on Wednesday 8th October 2025 to be held at the Village Hall Porlock.

Dated: Friday 3rd October 2025

A Health and Safety announcement will be made at the start of the meeting.

This meeting will be recorded in accordance with NALC's Guidance on Recording of Parish Meetings.

AGENDA

- 1) To receive apologies for absence (LGA 1972 s85 (1))**
- 2) To consider any declarations of interest and disclosable pecuniary interest dispensations**
Members to declare any interests they may have in agenda items and consideration of any prior requests from member for Dispensations (NB this does not preclude any later declarations) (LGA 1972 s12 para 41(1))
- 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**
- 4) To consider for approval and signing the minutes of the ordinary council meeting held on the 10th Sept 2025**
- 5) To receive and note any updates from members on the action log report**
- 6) Public participation**
This section provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate. (LGA 1972 s 12 paras 10(2) (b))
- 7) To consider planning application No: 6/27/25/010**
Location: South Cottage, Hacketty Way, Porlock, TA24 8HZ
Proposal: Proposed erection of single storey sunroom and open porch.
- 8) To receive the quarterly report on Porlock Youth Club and consider approving the quarterly sponsorship payment of £856.44 (EMR 330)**
- 9) To discuss how to improve engagement with the parish and consider the creation of a new parish council newsletter**
- 10) To receive an update on the Old School Centre Community Garden Pond project and to discuss and consider next steps**
- 11) To consider applying to the Somerset Community Foundation Help Through Winter Grant fund for the Old School Centre as a registered warm space**
- 12) To receive the report on Martyn's Law, the Terrorism (Protection of Premises) Act 2025 and consider the recommendations**
- 13) To receive an update on work taking place to encourage a collaborative community approach to grant applications with Porlock organisations**

- 14) To receive an update and discuss Minehead Cycling Club's Porlock Hill Climb event 2026 and to consider:**
- a) council as host to the 2026 event (*Tourism - Local Government Act 1972, s.144*)
 - b) cllr. D Heath as council's nominated representative to Minehead Cycling Club
- 15) To receive the RFO report and to:**
- a) consider the Old School Centre community room hire agreement including tariffs
 - b) review Q2+6 budget performance
 - c) receive the draft Finance and HR committee minutes from the 17th September 2025
 - d) review work in progress 2026/27 draft budget following FHR review and consider any additional items to be included in the budget discussions
- 16) To receive and sign the monthly accounts to 30th September 2025:**
- a) bank & cash reconciliation
 - b) summary and detailed receipts & payments
- 17) To receive and sign the draft payment report for October 2025, and consider the following spend:**
- a) A Binding - High Bank car park works £874.00 EMR 335 (see item 18a)
- 18) To receive the portfolio report and to:**
- a) receive the report on the fence at High Bank Car Park and consider the recommendations
 - b) receive the report on Meadowhayes grounds and consider the recommendations
- 19) To receive an update from Somerset Council's representatives**
- 20) To note outstanding items:**
- a) consider the priority order for the roll out of the water refill units - to be discussed once the locations review from Wessex Water has been received
 - b) consider the removal or repair and refurbishment or replacement of the community noticeboard at Central Garage forecourt
- 21) To receive any other business - For information only**
- 22) Date of the next meeting being the ordinary meeting of the Council – 12th November 2025, at 7pm at Porlock Village Hall, Porlock**



Johnathan Jones
Clerk and Responsible Financial Officer to Porlock Parish Council