

Clerk to Porlock Parish Council
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Parish Room
Old School Centre
Porlock
Somerset, TA24 8NP

Parish Council

Notice of a meeting of Porlock Parish Council

To all Councillors

You are hereby summoned to attend the Council meeting at 7pm on Wednesday 10 April 2024 at Porlock Village Hall

Dated: 5 Apr 2024

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) **Apologies for absence** – To receive apologies for absence (LGA 1972 s85 (1))
- 2) **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) **Items to be dealt with after the public, including press, have been excluded.** (Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960
- 4) **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. (LGA1972 s 12 paras 10(2) (b))
- 5) **Somerset Council** – to receive reports from Somerset Council
- 6) **Minutes for the meeting held on the 13 March 2024** – to consider for approval and signing at the meeting
- 7) **Parish Council vacancies** – to receive updates
 - a) Parish by-election
 - b) By-election charges
- 8) **Asset & Property Portfolio** – to receive an update and consider the report previously circulated
 - a) **Cemetery Committee** – to consider the proposal to set up the Cemetery Committee

- 9) **Environment & Community Portfolio** – to receive an update and consider the report previously circulated
- a) **OSC Orchard the use for Dogs** – to consider whether the OSC Orchard should be used as a place to exercise dogs on or off the lead
 - b) **Bleed Kit Scheme** – to consider funding community bleed kits at locations of the existing defibrillator at a cost of £199 + VAT per kit (limpet kits) with a total cost £995 + VAT (Village x 3, Wier x 1, PVH x 1)
 - c) **Annual Parish Meeting** - to receive an update ahead of Thursday's APM
 - d) **Events & Festival Working Group** – to receive an update and consider the scope of the WG
- 10) **Informal assessment of Council's performance** – to receive and consider the proposal to conduct an informal review of the council
- 11) **The Rogers and Holes Charity** – to approve the appointment of a PPC Councillor representative to the Rogers and Holes Charity
- 12) **Finance & Governance** – documents previously circulated
- a) Payments schedule for Mar '24 – to note two amendments and counter sign payments schedule
 - b) Bank reconciliation to end of March '24 – to consider for approval and signing at the meeting
 - c) Detailed Receipts & Payments to end of March '24 – to note with Summary and signing at the meeting
 - d) Payments Schedule for April '24 – to consider for approval and signing at the meeting
 - e) Grant applications – To consider received grant application(s):
 - i) Porlock Pantomime and Drama Society – Grant request for £477.00
- 13) **Planning**
- a) To receive the draft minutes from the Planning Committee meeting of 19 March '24
 - b) To note any other planning matters
- 14) **Reports from outside bodies** – to be received
- a) DMMC – to receive an update
 - b) Library – to receive an update
 - c) Village Hall – to receive an update
- 15) **Staffing**
- a) **Accrual of holiday from '23-'24 and December '24 Pay date** – to consider the proposed accrual of staff holiday from '23-'24 and the pay date for December '24
- 16) **Arrangements (including legal arrangements) with other bodies:**
- a) PVCIC Lease – to receive an update on progress and consider the council response to the PPC legal team



Johnathan Jones
Clerk and RFO to Porlock Parish Council