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Office Hours:
Tuesday 10:00 – 15:00
Wednesday 10.00 – 15:00
Thursday 10.00 – 15:00
Friday CLOSED



Clerk to the Council
Mrs. D. Taylor-Pitkin
Parish Room
Old School Centre
West End
PORLOCK
Somerset, TA24 8QD

Parish Council

Minutes of the Annual Parish Council Meeting **held at Porlock Village Hall on Monday 23rd May 2022 at 7.30p.m**

Members Present: Cllr. Wood, Chairman
Cllr. Allenby, Cllr. Dennis, Cllr. Ellicott, Cllr. Fraser, Cllr. Gable, Cllr. Gundrill, Cllr. McCoy, Cllr. Rayner, Cllr. Stanyon and Cllr. Ware.
Also present: Cllr. Milne (SW&T)
Mrs. D Taylor-Pitkin (Parish Clerk)

1. Election of Chairman

Cllr. Fraser nominated Cllr. Wood for re-election and was seconded by Cllr. Ware.

Proposer: Cllr. Fraser
Second: Cllr. Ware

9 Councillors APPROVED
2 Councillors ABSTAINED

The Chairman duly signed the Acceptance of Office as Chairman.

2. Apologies

Apologies were received from Cllr. Bloys due to sickness.

Proposer: Cllr. Dennis
Second: Cllr. Fraser

10 Councillors APPROVED
1 Councillors AGAINST

3. Welcome to the new Council

All members provided their signed Declaration of Acceptance of Office.

4. Election of Vice-Chair

Cllr. Fraser nominated Cllr. Allenby for the position of Vice-Chair and was seconded by Cllr. Ware.

Proposer: Cllr. Fraser
Second: Cllr. Ware

UNANIMOUSLY APPROVED

5. Appointment of Committees & Representatives and review of PPC Meeting Schedule.

As a result of the newly elected councillors, several changes have been made to the committees and an updated list is attached. The new Finance Committee are scheduled to meet on Tuesday 31st May 2022 at 10am in the Parish Office.

Proposer: Cllr. Dennis

Seconder: Cllr. Ellicott

UNANIMOUSLY APPROVED

i. PPC to APPROVE the appointment of Mr. N Boden as a Consultant to the PPC Planning Committee. Following raised concerns regarding the appointment of Mr. Boden as an advisor/consultant the Clerk clarified that Mr. Boden had previously served as the Chairman of the Planning Committee and Vice-Chair of the PPC. During his time on the Planning Committee he had provided vital information on current rules and legislation held by ENPA. Previously the process was for Mr. Boden to provide his comments/recommendations to the Planning Committee, the Planning Committee will then decide to support Mr Boden's recommendations or provide their own.

Proposer: Cllr. Dennis

Seconder: Cllr. Stanyon

10 Councillors APPROVED

1 Councillors AGAINST

6. Declarations of Interest and Disclosable Pecuniary Interest Dispensations

Both Cllr. Allenby and Cllr. Rayner noted their interests in Item 17 due to either work or family connections.

7. PPC to confirm review of the PPC Standing Orders, new Code of Conduct, Financial Regulations and list of Policies

It was noted that the PPC documentation is to be reviewed by the Policies and Documents Committee and shall be presented to Full Council shortly.

8. To APPROVE and sign the Minutes of the Meeting held on the 13th April 2022.

It was noted that the minutes previously circulated of the meeting held on the 13th April 2022 be approved and signed as a correct record.

Proposer: Cllr. Ware

Seconder: Cllr. McCoy

6 Councillors APPROVED

5 Councillors ABSTAINED

*To clarify the reason for the number of abstentions is due to a number of new Councillors and absences of current Councillors at this meeting.

9. Matters to report for information purposes only and action points raised at previous meeting:

Policies and Documents Committee to review the following PPC documentation:

- a. PPC Standing Orders
- b. New Code of Conduct
- c. PPC Financial Regulations

10. Confirmation of present eligibility of the General Power of Competence

The Clerk reiterated from the previous meeting that she is working towards her qualification and has been granted an extension of three months to re-submit two units. The CiLCA qualification consists of 5 Units with 30 Learning Outcomes. The Clerk requested understanding with the delay in the qualification, largely due to the increased workload over the last two years and limited time to devote to the studies.

The meeting was adjourned for public participation.

11. Public Participation

None were present.

The meeting was reconvened.

12. Chairman's Announcements

The Chairman wished to thank the outgoing Councillors Mr. N Boden, Mr. A Briggs, Mr D McCanlis and Mrs. L Thornton for their contributions and hard work during their time in Public Office.

13. Somerset County Council and District Councillors' reports

Cllr. Milne, Somerset West and Taunton District Council:

Cllr. Milne introduced himself to the new Councillors and confirmed that Cllr. Pugsley and Cllr. Nicholson will continue in their roles for the foreseeable future and Cllr. Milne's time at the District Council will continue for one more year.

A39 Closures

Cllr. Milne noted that further closures for the A39 are to be scheduled for the 09th June to the 15th June 2022 and the 15th June to the 02nd July 2022. The closures are expected to last all day with diversions provided.

Green Bin Collection

Cllr. Milne confirmed a number of complaints had been received following a number of failed collections. Cllr. Milne asked the PPC to notify him should this continue.

14. Finance: May accounts to be passed for payment – Clerk to report.

Please see attached list:

Proposer: Cllr. Stanyon

Seconder: Cllr. Fraser

UNANIMOUSLY APPROVED

15. PPC to consider enlisting a contractor to maintain the floral displays provided by the ETCRF/PHSSG.

The Clerk noted that at the time of publishing the Agenda it was not understood that the number of floral displays to be considered has grown from the original displays provided by the PHSSG and now number 15 in total. It was proposed that the PPC APPROVE in principle the appointment for the Floral Display Maintenance position. The available funds are to be reviewed at the next Finance Committee Meeting, and a list of responsibilities and a comprehensive plan is to be provided for review to the Staffing and HR Committee.

Proposer: Cllr. Allenby

Seconder: Cllr. Ellicott

UNANIMOUSLY APPROVED

16.PPC to review Porlock and Porlock Weir conservation areas.

All councillors were provided with a link to the appraisals and were invited to provide their feedback.

Action Point: Chairman requested a walk round is arranged with Mr Thwaites for members of the PPC.

17.PPC to consider a request from Stacked Wonky to use the Orchard at the OSC on scheduled days throughout the summer term.

After a brief discussion it was confirmed, subject to the receipt of relevant Risk Assessments the PPC support the request.

Proposer: Cllr. Gundrill

Seconder: Cllr. Ellicott

UNANIMOUSLY APPROVED

18.PPC to consider a transfer to BT Cloud Phone to enable a recording facility at the Parish Office for all outgoing and incoming telephone calls.

Following the receipt of a number of aggressive phone calls the Clerk has requested that all phone calls to the Parish Office are now recorded to provide the Clerk with greater support during these situations. The Cloud Phone records both incoming and outgoing phone calls and all participants of the phone calls are made aware of the recording.

Proposer: Cllr. Fraser

Seconder: Cllr. Stanyon

UNANIMOUSLY APPROVED

19. Update on potential traffic calming measures for the A39 – Chairman to report

The Chairman reported that this is underway and progress should be seen shortly. It was confirmed that Somerset Highways have agreed to cover the costs of the process. Selworthy Council are currently applying for a grant to provide a flashing speed sign for installation.

20.Update on Dunster Steep

Chairman advised progress has been made with Western Power who have agreed to grant a permanent easement to enable the connection of the desired areas. Solicitors have been instructed to progress the grant of the strip of land from New Place to the PPC. Funding for the design and construction work will be sought once the legalities with New Place and Western Power have been concluded.

21.Update on Unitary Council

None were available.

22.Correspondence

None were noted.

23. Reports from Outside Bodies

Coastal Communities Team

The Chairman reported that the Art Group are holding a meeting at Stacked Wonky Head Quarters on the 08th June 2022.

Doverly Manor

Nothing to report.

Highways

Nothing to report.

Porlock Community Library

Cllr. Ware was pleased to report that there has been an increase in the newly published books and the Library footfall. There are currently 18 Volunteers but the Library would still like to welcome more to ensure there is sufficient cover. The Library Officer has requested a meeting with a few members of the Council to discuss the further development of the Library.

Porlock Vale Tourist Association

Visitor numbers, so far this year, have been reduced and this is being reported across the whole of Exmoor. The PVTA is now registered as a Community Interest Company. There is considerable work to be done before we are fully operating as a CIC. The Open Gardens event was very successful. The launch of the 2022 Porlock Vale Art trail, 25th and 26th June, is our next main event with 41 participants over the 2 day event or appearing on the permanent trail.

Porlock Weir

Nothing to report.

Recreation Ground

Cllr. Gable noted that the Rec has seen a lot of success with the recent tree planting initiative and the Football tournament held recently. Once the new Committee has found its feet and cleared the current outstanding jobs they hope to move forward and make progress.

St. Dubricius First School

Nothing to report.

Village Hall

Nothing to report.

There being no other business the meeting closed at 08:45pm.

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15th June 2022

Chairman