

War Memorial

A meeting of the Working Group took place on Tuesday 23rd January 2024. Notes of the meeting are available on request. Quotes have been requested from 6 further companies, 4 companies have replied to decline due to their geographical distance from Porlock or for other reasons. The War Memorial Trust requires 3 quotes for a funding application. The next deadline for applying for funding from the War Memorial Trust is 29th February 2024.

Village Hall car park

Some wear of the tarmac is apparent and may need to be addressed.

Old School Centre

The books in the small melamine bookcase by the entrance to the Visitor Centre/Library have been removed in accordance with the FRA. The bookcase should be replaced with something more appropriate to hold the leaflets from the Visitor Centre. Members of the public are respectfully asked not to leave books, etc. outside due to the fire risk they present.

The light fitting in the foyer needs replacing as it keeps blowing the bulbs. Crosswells have been asked to quote for this along with the other work required following the issues reported from the recent electrical testing.

National Grid has been contacted regarding the electrical supplies to the building.

The flagpole and the bird table blew down during strong winds before Christmas. Further funding for these to be repaired/replaced will be needed. Quotes to be obtained.

It has been reported that a tile on the roof of the library was dislodged during a recent storm and rain damage to the ceiling was observed. A contractor was contacted for advice and made some repairs. However, the problem is more extensive, as reported by the contractor a couple of years ago. The lead tray around the chimney and the chimney pot itself need repairing. A quote to make the corrective repairs has been requested. Scaffolding will be required.

A review of the positioning/purpose of the post by the gate to the picnic area/orchard garden is being undertaken.

The lock of the lockable cupboard in the office needs to be replaced so more keys can be made available for staff and designated Councillors. (Expenditure is expected to be less than £200)

A projector screen is required for use by PPC to display documents at council meetings using the projector PPC owns. (Expenditure is expected to be less than £200)

Coombers have advised that they need to upgrade the alarm notification system which is currently using a Library landline, which will be inappropriate once landlines are phased out in 2025. They have supplied a quote to upgrade to using mobile phone technology (Expenditure less than £200).

OSC public toilet

The flush mechanism has been replaced by the Caretaker assisted by Cllr. D Thornton and the toilet is now open.

Hawkcombe Cemetery

Workmen's vehicles/vans have repeatedly been seen parked in and blocking the entrance to the cemetery recently, one due to work at the house opposite and one due to works happening at the property next to the entrance. Verbal requests have been made to keep the entrance clear but are being ignored. Further cemetery training has been undertaken by the Admin office and Cllr. L Thornton, highlighting long-standing management practices that need to be improved.

It was reported to the Admin Officer by the grounds maintenance contractor that a small tree/shrub had come down in the recent storms on the boundary. The contractor has been asked to remove it.

Doverly Manor

The PPC Clerk and Chair attended the DMMC AGM and meeting afterwards. The Maintenance Schedule needs to be updated and implemented. A Fire Risk Assessment is being undertaken. A request to provide a tree to be planted at DM has been made.

Ongoing:

- Inspection and quotation required from alarm system contractor (Coombers) is being arranged. (Expenditure approved)
- High Bank car park
Rectify the fitting/support of drainage grill at entrance to car park. Contractor has been contacted. (Expenditure approved subject to quote). Some weeding in bays/tarmac required.

Still outstanding:

- OSC
Light bulbs on the ceiling in the library need replacing. Storage for a lightweight moveable tower/platform for future use by PPC and others such as the Visitor Centre is being investigated so that PPC could purchase.
Library kitchen hot water system to be inspected and assessed.
- Doverhay Toilets
Disabled toilet, toilet roll holder damaged and requires replacement.
Honesty box surround of the non-disabled toilet has been damaged, rectification work required.
The contractor's quote to repair the leak has been chased, an alternative may be required.
- Seating
Three bench seats in cemetery require rectification/replacement. Hazard tape has been used to highlight to the public. Carpenter contacted, awaiting quotes.
6 benches (1 on the High Street, 2 at the OSC and 3 at St Dubricius Churchyard) need sanding down and oiling. The PCMT are unable to do this so a contractor has been contacted, or may be undertaken by Caretaker.
- Public and staff toilets
Covered bins for sanitary items and similar needed. Quotes will be obtained if over £200.
- Damage caused by tree roots to path behind St. Dubricius Church
ENPA have provided advice regarding the damage caused to the path behind the Church due to tree roots primarily from the oak in St. Dubricius First School. Suggestions including retarmacking some patches, filling cracks with liquid tarmac and/or using temporary coverings to make the footpath safer to walk on are all being considered.
- St. Dubricius Church railings finial
A finial which has been accidentally broken off needs to be rewelded (Expenditure not expected to exceed £200)