

Clerk to the Council

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PORLOCK



Parish Council

Parish Room

Old School Centre

West End

PORLOCK

Somerset TA24 8NP

Signed:

Date:

Minutes of the Porlock Parish Council Extraordinary Meeting

Parish Room, Thursday 28 September 2023, 5pm

Copies of minutes and non-confidential reports are available on request.

Councillors Present:

Cllr S Colson, Cllr D McCanlis (Chair), Cllr D Thornton, Cllr L Thornton, Cllr S McCanlis (from 5.30pm)

Also present: Annie Dallaway (Parish Clerk/RFO)

- 1) **Apologies for absence were received by the Council.**
Apologies received from Cllr L Bloys.
- 2) **Declarations of Interest and Disclosable Pecuniary Interest Dispensations.**
There were none declared.
- 3) **To agree any items to be dealt with after the public, including the press, have been excluded.**
Agenda item 6 will be a Part B item.
- 4) **Public Participation** – there were no members of the public in attendance.
- 5) **Caretaker**
 - a) **To approve the revised contractual terms of employment for the Caretaker**
Council reviewed the recommendations from the Staffing Committee.
Council RESOLVED to approve 40 hours per calendar month at LC1 SCP 11.
PROPOSER: Cllr L Thornton; SECONDER: Cllr S Colson. ALL IN FAVOUR
The job will be advertised locally on the Parish Council website and social media platforms and on the parish noticeboards. The Staffing Committee has delegated authority to organise the recruitment of the Caretaker.
 - b) **To approve the revised job description – previously circulated**
Council reviewed the recommendations from the Staffing Committee.
Council RESOLVED to approve the revised job description.
PROPOSER: Cllr D Thornton; SECONDER: Cllr L Thornton. ALL IN FAVOUR

In accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and the Parish Council's Standing Order 3 d) the press and public will be excluded from the meeting during the discussion of item 6 on this agenda as the Parish Council will be considering legal advice and publicity is likely to prejudice the legal position of the Council.

Council RESOLVED to go into Part B

PROPOSER: Cllr D McCanlis; SECONDER: Cllr D Thornton. ALL IN FAVOUR

6) Legal agreements with other bodies – see Confidential Report filed with the minutes.

a) PVCIC – to approve the draft lease.

Council reviewed the latest draft of the lease and advice received from the solicitor. Two points of clarification were raised regarding the wording of the clauses and the Clerk will contact the solicitor to obtain clarification.

Council RESOLVED to approve the draft lease subject to the changes detailed in the Confidential Report and clarification of the plan of the outside space.

PROPOSER: Cllr L Thornton; SECONDER: Cllr S Colson. ALL IN FAVOUR

Once the solicitor has updated the lease it will be sent to the PVCIC solicitor for review.

b) To receive an update regarding any other legal agreements

There were no other updates provided.

The meeting closed at 6.10pm