

Porlock Parish Council – Portfolio Report – April 2025

(Ongoing unresolved items from previous reports have been left in)

Website & IT infrastructure

Website management – the change of supplier took place smoothly on the 27th March. They are now working with the new IT infrastructure partner to enable mailbox migration.

Porlock Parish Council Logo

Redesign – Pending final amendments. Following engagement with the Collage of Arms as to the origins of the logo as requested by Council they have advised as they can find no record of any registration of the logo that “Council may perhaps be well-advised to cease using its current logo, given the appearance of an heraldic device”. Clarification has been sought from them if this is required or recommendation no response has been received.

Woodcott Cottage Sewer – ongoing – no further update

Doverhay Toilets

Toilet Reinstatement – An electrician has been to resolve the electrical issues now waiting date for works to be carried out including the light fittings. Racking to be purchased for storing cleaning materials.

Emergency Call Alarms – Coomber Security will quote for provision of alarms and call service

St Dubricius Churchyard

Unsafe Memorial Works – Works will commence in the Spring (date TBC)

Additional Works – Advice and quotes are being obtained and will be presented to Council for consideration once received. Work should be completed by the autumn 2025.

- Footpath at the rear which ENPA have advised the only option is to raise the path to avoid damage to the roots of the yew tree. Quote has been received this will be presented to Council once all quotes have been received.
- Masonry wall to the south. Cavities in between stones is showing a loss of mortar. This whole wall could undergo a consolidation.
- Post finial has now been repaired and the bill settled
- Coping to the west of the gate piers to the north path need consolidation.
- Church cross on the churchyard will require minor masonry maintenance every other year.

Dunster Steep War Memorial

The first of the two scheduled annual maintenance inspections by the MS Group will take place around 10th -11th April.

Hawkcombe Cemetery

Cemetery Site Assessment – Work is underway to progress the actions following the meeting of the council in March.

Unsafe Memorials – A meeting is due to be held with Fine Memorials on Monday the 14th April to discuss next steps.

Memorial Benches

Kingdon – Invoice for installation has been received and payment from the Kingdon family has been requested. A payment for the same amount of money has been received but not by Kingdon family - to be followed up.

Other Benches – Following the recommendations to council in March any decaying benches beyond repair will be removed. Works to be carried out.

Grounds Maintenance

Coach Road Gate – Waiting for works to be carried out. Date pending.

Tree Survey - Date pending.

Old School Centre (Right hand side) – Stone wall needs reviewing. A contractor will be requested to come and assess the wall.

Porlock Marsh War Memorial (no update)

Old School Centre (Building)

Business Risks

Alarm System – All works required are now booked to be completed end of June.

Fire Risk Assessment – All works required are now booked to be completed end of June. Once complete a reassessment will be arranged with the Fire Officer.

Electrical Inspection – All works required are now booked to be completed end of June.

Waste – Sanitary and green waste contracts will be set up to commence in April 2025 following approval of the 2025-2026 Budget.

Flagpole – Waiting quotes for Council to consider.

Outside lights, fairy Lights & Socket fault – All works required are now booked to be completed end of June.

Staff Toilet – Waiting date for lock change to be made.

Water bottle refill unit – this has now been installed next to the seat by the public toilet.

Overhead Heaters – Two overhead heaters have been removed to allow future works to be carried out in the community room

Car Park at the Village Hall

Entrance Gate & Post – Reflectors have now been fitted to the gate to enable visibility of the gate post.

Idverde bins

Reinstating of three bins – waiting risk assessment to be carried out.

Street Furniture, displays & equipment

Notice boards at OSC – A site survey will be conducted by Active Signs the 9th April with options/proposal to be put to Council in May as part of the OSC project works.

Noticeboard at Central Garage – One of the doors was reported to be hanging off (reported by the information centre). The Porlock Vale Maintenance Team removed the door and have will take on the refurbishment of these noticeboards.

Noticeboard outside hardware store - No further update.

St Dubricius Notice Board - Work on job list - replacement of cork tiles and a coat of paint if necessary, the church have approved this work to take place.

Benches – First renovation at the OSC once the weather improves nearer to spring. Date TBC. The addition of a bench at The Meadows has been received from a resident stating, a site visit will be undertaken and a proposal will be put to council to consider.

Defibrillators – A meeting was held with the Porlock Vale Defibrillator Scheme to discuss the future replacement funding of the defibrillators which cost to replace batteries and unit circa £3,000 per unit every 8 years. The addition of an Earmarked Reserve as a sinking fund has been put to Council as part of the overall Earmarked Reserves Purpose & Limitations and funding for 2025-26. In addition the group discussed looking at where the existing units are placed and until further funding is secured should existing units be relocated to create maximum benefit. In addition how to raise awareness of 'your nearest defib' and additional raise funding was discussed and how to include their whereabouts as part of the emergency plan.

Emergency plan – The next core meeting is scheduled for the 22nd April - Alistair Campbell (Flood Warden), Cllr. Stephen Colson, Debbie Stanyon (Information Centre Manager) - to share progress. The Clerk attended the Somerset Prepared training session on the 25th March and will feedback to the core team. A report will be provided to Council for the May meeting.

Somerset Rivers Authority Grant Fund – The grant application was formally turned down. The Clerk is working with Somerset Prepared on an application for funding through their own grant scheme.

Pollards Court No Turning Bay – Signs have been produced. Permission form the landowner required before installation.

Central Car Park Overnight Sleeping Camping – A concern has been raised about increasing the sign in the carpark to help raise awareness that overnight sleeping or campaign in Central Carpark is not permitted. A proposal will be put to Council in May.

Finger Post at Villes Lane – The loose finger post has been reported to ENPA and they are looking to wall mount the post to prevent it coming loose again.

Elections

The next casual vacancy window will be advertised in May date TBC.

Porlock Community Library – written by Mary Perkins

Library Expansion - The removal of the inter-connecting door between the library and what was the Visitor Centre and the provision of a temporary carpet has enabled the library to begin its move into the new space. The public network computers have been relocated there and by the end of this month most of the non-fiction books will have been moved too. This will create a quieter space for the public to use or in which to study, with the availability of free wi-fi access to members either using the public computers or their own devices.

Author Talks - The talk by Justin Newland was well received and we took advantage of trying out the space on offer in the Community Room. Seventeen people attended and the author will return in October to give another fascinating talk - next time about the hidden art of Ancient Egypt.

Following on with the Egyptian theme. In early May (8th) local author Kate Lord Brown will be giving a talk on the inspiration behind her new novel - set, in part, in the Middle East where she spent several years, combined with her love of Ancient Egypt.

Events for Easter - There are three craft events planned for children during the Easter holidays. One being hosted by Somerset Skills and Learning which, if successful, will result in them providing more events for the library - both for adults and children. There will also be a book sale on Easter Saturday in the OSC Community Room to raise funds for the library.

The Big River Watch - On 25th April, a member of the Holnicote Estate team will be hosting a drop-in session at the library in connection with The Big River Watch and River Blitz Weekend. A weekend for families to connect with nature, record wildlife they may see on a riverside trip and be able to test the river water quality. Water testing kits and instructions will be available for collection and all the information gathered can be downloaded onto an app.

Traffic and Road Safety Working Group – See Traffic Working Group Final Report – April 2025

Other Highways matters – See Traffic Working Group Final Report – April 2025

Car Parking Working Group - See Traffic Working Group Final Report – April 2025

[Traffic Working Group Final Report - April 2025 - Porlock Parish Council](#)

No Working Group or outside body updates due to Annual Parish Meeting

Late Night Shopping Working Group - No Report

Events and Festival Working Group - No report

The Old School Centre Community Garden Working Group – No update

Christmas Lights & Trees Working Group – No update

Doverhay Manor – No Update.

Porlock Village Hall – No Update

Local Community Network – No Update