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Office Hours:
Tuesday 9:30 – 15:00
Wednesday 9:30 – 15:00
Thursday 9:30 – 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 Meeting held at Porlock Village Hall on Wednesday 08th December 2021 at 7.00p.m

Members Present: Cllr. Boden, Vice-Chairman
Cllr. Bloys, Cllr. Briggs, Cllr. Ellicott, Cllr. Fraser, Cllr. Gable, Cllr. McCoy, Cllr. McCanlis
Cllr. Rayner and Cllr. Ware.
Also present: Cllr. Milne (SW&T)
Mrs. D Taylor-Pitkin (Parish Clerk)

Prior to the start of the meeting the PPC were provided with a presentation by Rockfield Homes (Developers of the Abattoir Site) – please see attached report.

1. Apologies

Apologies were received from Cllrs Bloys and Wood due to family commitments, Cllr. Thornton was absent due to representing the PPC at the Somerset Bus Partnership meeting.

Proposer: Cllr. Fraser
Seconder: Cllr. Ware

UNANIMOUSLY APPROVED

2. Declarations of Interest and Disclosable Pecuniary Interest Dispositions

None were noted.

3. To APPROVE and sign the Minutes of the following meetings as a correct and accurate representation.

i. Full Council Meeting held on the 10th November 2021

Proposer: Cllr. Fraser
Seconder: Cllr. Ware

6 Councillors APPROVED
3 Councillors ABSTAINED

It was **APPROVED** that the minutes as previously circulated for the Full Council Meeting held on the 10th November 2021 be approved and signed as a correct record.

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

i. Maintenance and upkeep of the Old School Centre

A date is to be secured in the early part of spring.

ii. Guidance from SALC regarding Approval of Minutes by Absent Councillors

At the previous Council meeting a query was raised regarding the legality of a Councillor Seconding Minutes for a Meeting that they did not attend. The Clerk sought guidance from SALC on the matter and was advised that it is entirely down to the discretion of the individual Councillor, but they are in no way obliged to abstain.

Action Point: Clerk to add Item for discussion to next Agenda.

The meeting was adjourned for public participation.

5. Public Participation

Mrs Sage attended the meeting to thank the PPC for all their efforts this year. Mrs. Sage also wished to note a misunderstanding in the PHSSG minutes which indicated that they had offered money for village Christmas trees. However due to the criteria of the grant they were unable to provide it for this item but were able to offer a contribution towards the main powered lights.

The meeting was reconvened.

6. Planning

6/27/21/127

Flats 1-25, John Barnes Court, England Road, Porlock,

Proposed removal of existing concrete tiles and re-roof entire block of flats with new concrete tiles, together with the replacement of aluminium fascia's with UPVC, 3 no. existing Velux windows and existing GRP dormer side cladding with lead.

6/27/21/126LB

Ship Inn, Porlock, TA24 8QD

Listed Building Consent for the proposed replacement of 5 no. windows.

Proposer: Cllr. Ellicott

Seconder: Cllr. Gable

UNANIMOUSLY APPROVED

7. Chairman's Announcements

None were noted.

8. Somerset County Council and District Councillors' reports

Cllr. Milne, Somerset West and Taunton District Council:

Unitary Council Update

Cllr. Milne confirmed that Town and Parish Council elections are to be held alongside the new Unitary Council elections in May 2022.

9. Finance:
December accounts to be passed for payment – Cllr. Fraser to report.

Payment Number	Name	Description	Amount
	HMRC	National Insurance and Tax contributions	356.98
	Mrs. D Taylor-Pitkin	Clerk Salary	****
	Mr. E Nichols	OSB Caretaker salary	****
	Mr A Binding	Village & Verge Contract	528.00
	Mr A Binding	Grass Cutting Contract	1056.00
	Mark Jones	Cleaning of D H & OSC Toilets 01 st November – 29 th November	372.00
	Balcas Energy	Wood Pellet delivery for OSC	676.20
	D Taylor-Pitkin	Zoom £11.99, WFH £6.00 per week @ 14 days from 15 th November 2021 – 02 January 2022 £10.00 phone supplement	33.99
	Bright HR	HR support	60.00
SCC Climate Grant	Mr S Colson	20 Litter Pickers	405.84
	Mr S Colson	100 Woven polypropylene	42.07
	Mr J Macbeth	Pat Test Training	36.00
	Mr J Roake	Pat Test Training	36.00
	Mr P Sutton	Pat Test Training	36.00
	Village Hall	Repair Café Meeting	6.00
	B Twist	Pat Test Training	36.00
	Mr S Colson	Ref 1731-5859	205.92
	Tim Hill	Saxophonist for 5th pop-up	£128.80
	L Thornton	PHSSG Administrator hours (4/10 to 14/11/21)	£330.00
	L Thornton	laminating	£1.60
	L Thornton	2 x braziers	£71.90
	L Thornton	2 x grill for brazier	£39.98
	L Thornton	2 x chestnut roasting pans	£26.58
	L Thornton	laminating	£0.60
	L Thornton	3 x timers plugs	£23.97
	Mr Matthew J Keal	5.5kg chestnuts for roasting	£24.75
	L Thornton	Paper bags	£4.50
	L Thornton	banners for Twinkly Twilight	£36.06
	L Thornton	banners for Twinkly Twilight	£36.06
	L Thornton	Sparklers	£33.94
	L Thornton	laminating	£1.00
	L Thornton	Parts for sleigh	£40.74
	L Thornton	paint, etc. for sleigh	£15.74
	Tindle Newspapers Westcountry Ltd	Advert for Twinkly Twilight (26.11.21)	£59.04
	L Thornton	Bag of chestnuts	£2.50
	L Thornton	15 bags of chestnuts	£29.85
	Porlock Home & Hardware	Logs and lighter for brazier & performers	£15.19
	L Thornton	Mini sparklers	£24.89

	Tomato Creative	5th monthly payment for website	£600.00
	Tindle Newspapers Westcountry Ltd	Advert for Twinkly Twilight (3.12.21)	£59.04
	L.B. Walker	Singing for Twinkly Twilight	£100.00
Direct Debit	NEST	Clerk Pension – Parish Council and Clerk contributions	77.10
Direct Debit	Bulb	Monthly payment for Old School Building including the Library, Electricity supply	72.81
Direct Debit	Bulb	Monthly Payment for D H Toilets Electricity supply	33.00
Direct Debit	BT	Telephone & Internet for Parish Office/Library	86.53

Bank Balances on the 07th December 2021:

PPC Current Account: £182,884.29
Allotment Trust Account: £18,513.33

Payments Received between 10/11/2021 – 07/12/2021:

Name	Description	Amount	Reference
M & M McCoy	Friends of Porlock Library Donation	8.00	Automatic Credit
Bay 12	High Bank Car Park	12.50	Automatic Credit
P & W Day	Friends of Porlock Library Donation	5.00	Automatic Credit
Bay 10	High Bank Car Park	25.00	Automatic Credit
E & I Ellis	Friends of Porlock Library Donation	5.00	Automatic Credit
HMRC	VAT refund	2011.66	Automatic Credit

Proposer: Cllr. Fraser
Seconded: Cllr. Boden

UNANIMOUSLY APPROVED

9.a PPC to review the following **RECOMMENDATIONS** Proposed by the Finance Committee for the 2022/2023 Budget:

- The Budget proposal for 2022 / 2023 included the following items:
 - Once clerk is qualified an increase from SCP 21 £13.78 per hour to SCP 23 @ £14.42 per hour
 - Inclusion of Annual salary for Library Officer estimated £2,600.00
 - Inclusion of Annual Salary for OSC Cleaner estimated £1,040.00
 - Potential election cost of around £1,500 if they are held in 2022
 - Cost of railings in Cemetery est. £3200.00
 - Cost of recording/hybrid meetings £250.00
 - Budget for maintaining floral displays £2000.00 (Beautification Grant)
 - Amended Precept to £71,655 from 69,500.00

Proposer: Cllr. Ware
Seconded: Cllr. Fraser

7 Councillors APPROVED
2 Councillor AGAINST

The following items for future consideration:

1. Cost of pathway at Dunster Steep
2. PPC contribution of £2,000 towards the review of the speed limit on A39.

10. Matters raised for information purposes only.

None were noted.

11. PPC to note any gullies/drainage systems in the area that require attention and report to Highways at the next Flood Board meeting.

Cllr. McCoy noted that a drain outside One Stop causes a potential hazard whenever it rains and requires attention.

Action Point: Clerk to contact relevant organisation.

12. Update on the Porlock High Street Support Group – Cllr. McCanlis to report.

Please see attached report. Cllrs. McCanlis and Rayner noted there had been many missed opportunities for the different Community groups within Porlock to work together, with an interest in encouraging an effective way forward for the benefit of the Community as a whole. Cllr. McCanlis requested this was placed for discussion on the January Agenda. Cllr. McCanlis referenced the following excerpt from the Good Councillor Guide:

“They can play a vital part in representing the interests of the communities they serve and improving the quality of life and the local environment. Furthermore they influence other decision makers and can, in many cases, deliver services to meet local needs.”

13. Update on the Welcome Back Fund – Cllr. McCanlis to report.

Please see attached report. Cllr McCanlis wished to note the PHSSG Group’s appreciation for all of Cllr. Thorntons hard work and organisational skills.

14. Correspondence

Received a complaint from a local resident regarding overgrown hedges and trees at Pollards Court.

Action Point: Clerk to contact and confirm ownership with either SW&T or SCC.

15. Reports from Outside Bodies

Coastal Communities Team

Nothing to report.

Doverly Manor

DM are to hold their AGM in February 2022.

Highways

Nothing to report.

Library

Cllr. Ware reported that Mary Perkins has been appointed as the new Library Officer and has hit the ground running. The Library will be open for late night shopping and will be selling DVDS, books as well as face painting and a treasure hunt.

Porlock Vale Tourist Association

The Visitor Centre would like to wish everyone a Happy Christmas and a wonderful New Year.

Porlock Weir

Nothing to report.

Recreation Ground

Nothing to report.

St. Dubricius First School

Cllr. Ellicott reported that F.R.O.S.T.S have raised £1,000 for the school through bags2school etc... The acting Head Mrs. Oakley has taken a sabbatical and has been temporarily replaced by Naomi Philp as Head Teacher.

Village Hall

Nothing to report.

There being no other business the meeting closed at 08:44pm.

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12th January 2022

Chairman