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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 Informal Meeting held via Zoom Wednesday 09th June 2021 at 7.30p.m

Members Present: Cllr. Wood, Chairman,
Cllr. Boden, Vice Chairman,
Cllr. Briggs, Cllr. Ellicott, Cllr. Fraser, Cllr. Gable, Cllr. McCanlis, Cllr. McCoy, Cllr. Rayner, Cllr. Thornton and Cllr. Ware.

Also present: Mrs. D Taylor-Pitkin (Parish Clerk)

It was noted due to technical difficulties Cllr. Boden was unable to attend the entire meeting.

1. Chairman's Announcements

Unitary Council Update

The Chairman reported the results of the District sponsored poll have been received confirming two thirds of the participants (65%) were in favour of the Stronger Somerset Model put forward by the District Council which will divide the County into two Unitary Councils.

2. List of payments received and processed by the PPC for June

All Councillors had previously been provided with a list of the payments for review.

Proposer: Cllr. Fraser

Seconder: Cllr. Ware

UNANIMOUSLY APPROVED

3. Review of the following Planning Application:

6/27/21/116 Plum Tree Cottage, Doverhay Place, Minehead Road, Porlock, Minehead, TA24 8HU

Proposed erection of porch extension.

Cllr. Boden had provided the following comments to support the application:

The application is for a new entrance porch 2.3m W and 3.9 L. Roof and wall materials are in keeping with existing building. The property was extended in 2015 plans and this planning falls within the curtilage of the property and complies with ENPA guidance on size and suitability for this type of development. The lighting externally is not highlighted in the design statement, but a local resident has noted the lighting post development. Therefore I would agree that the LA include this in any conditions on downlighting to avoid local light nuisance.

I would suggest the application is approved with the external lighting condition applied.

Proposer: Cllr. Briggs

Seconder: Cllr. Ware

UNANIMOUSLY APPROVED

4. To review and agree the management of Doverhay and the Old School Centre Toilets

Following a discussion at the Finance Committee meeting held on the 18th May 2021, it was agreed that the Clerk will investigate potential solutions for the opening and closing of the PPC toilet facilities. The proposal is for the toilets to be unlocked by 9am every morning and locked by 6:30pm every evening. The morning shift is to be incorporated in the contract for Mr M Jones the current cleaning provider for both facilities. The evening shift is to be managed by the OSB Caretaker which will result in an increase in hours from 3 hours to 5 hours and 20 minutes, confirmation of the salary increase is available upon request.

Proposer: Cllr. Thornton

Seconder: Cllr. Fraser

UNANIMOUSLY APPROVED

5. Updates provided by the District and County Councillors

None were present.

6. To note APPROVAL of the FC recommendation for the PPC to renew with an alternative Insurer.

All supporting documentation had previously been distributed for the Councillors to review. It was proposed that the PPC renew their insurance policy with BHIB which was £719.52 less than our current provider and is underwritten by Aviva.

Proposer: Cllr. Thornton

Seconder: Cllr. Fraser

UNANIMOUSLY APPROVED

7. PPC to note APPROVAL of the FC recommendation for skip hire at the Old School Centre.

Proposer: Cllr. Ellicott

Seconder: Cllr. Thornton

UNANIMOUSLY APPROVED

8. PPC to note APPROVAL of the FC recommendation to provide a monthly contribution to the Clerk's mobile phone contract.

Following a brief discussion it was proposed to award the Clerk a monthly subscription of £10.00 towards the running costs of the mobile phone contract.

Proposer: Cllr. Ware

Seconder: Cllr. Bloys

UNANIMOUSLY APPROVED

9. Update from the PHSSG

Cllr. Thornton had previously circulated a detailed report providing an update on events and ongoing costs. Please see attached. It was noted by the Council that the pop-up event hosted on Saturday the 05th June was very successful and contributed to a considerable increase of the footfall within the Village. It is hoped that ongoing events will be hosted every first Saturday of the month.

10. Discussion regarding Traffic Management on the A39.

Following the tragic accident on Friday 21st May, the PPC have been approached by the new Chair at Minehead and Selworthy Without to collaborate with the neighbouring villages to approach the Highways department and discuss potential measures for safeguarding that particular stretch of road. A letter is to be issued on behalf of Selworthy & Minehead Without, Wootton Courtenay, Porlock, Luccombe and Minehead Town Council to SCC Highways requesting review of the area and potential management solutions.

Action Point: Clerk to report on at a later date.

11. Maintenance of Southwest Coast path

Following a number of complaints referring to the flooding of this area the Clerk contacted Charlotte Wray at ENPA to discuss. It was agreed that ENPA will consult with the landowner and the National Trust to discuss potential remedies. Natural England will also be consulted as the area is of triple Scientific importance.

Action Point: Clerk to follow up with ENPA

12. Review of overnight guests at the Central Car Park

It has been noted that on a number of occasions holiday makers have been staying overnight in their campervans at the Central Car Park. It has been agreed to send a letter to SW&T asking for prominent signage in the car park to address the situation.

Action Point: Clerk to a letter requesting improved signage for the car park.

13. Matters raised for information purposes only

Dog Fouling on Picnic Area

Complaints have been received regarding the dog mess on the Picnic area, it was agreed the Clerk will request further signage to dissuade dog owners from using the area.

Update on the Hedge at Dunster Steep

The hedge at Dunster Steep is due to be trimmed shortly as it is causing a health and safety issue for oncoming traffic.

Tidying up of the Old School Centre

Following the slow return to normality it has been noted that the Old School Centre requires some care and attention with repairs required for benches, picnic tables and planters etc...

Letter of thanks to the volunteers at the Vaccination Centre at Minehead Hospital.

Potential Sponsorship for displays within Porlock High Street

Cllr. Rayner is to investigate with local companies regarding potential sponsorship of a display within the Village.

14. Updates from outside bodies:

Coastal Communities Team

Nothing to report.

Doverly Manor

Nothing to report.

Highways

Nothing to report.

Library

Cllr. Ware confirmed the Library is fully open three morning a week with a view to extending this to five mornings very shortly.

Porlock Vale Tourist Association

Cllr. Gable reported The Visitor Centre is now open 6 days a week. New staff and volunteers are settling in well and we're very appreciative of their time given in supporting the Visitor Centre.

We are pleased to announce the launch of the permanent Art Trail on the 26th June 2021. There will be a one day event throughout Porlock Vale, with many Porlock High Street businesses doing demonstrations on the launch day. We hope that this will increase footfall on 26th June for all of our businesses.

The outdoor Summer Concert will be held on 17th July at Porlock Recreation Ground, with performances by The Pleasure Dome Theatre Company and Friends in Harmony. Tickets will be limited, and the event will be held under current Covid-19 restrictions.

We are delighted to be holding Porlock Open Gardens this year, with over 20 private gardens being open for locals and visitors to enjoy.

We will be supporting St Dubricius Flower Festival by providing a display and we will be jointly running the Tombola Stall, with the Recreation Ground Committee at the Village Fete in August.

We are jointly running organised walks with Exmoor National Park and independently running our own monthly organised walks. These are already proving popular.

Looking ahead, we are investigating holding other events to extend the traditional Summer holiday season and we are also planning Late Night Christmas Shopping to ensure that Porlock celebrates the festive season as fully as possible this year.

Visitor numbers were exceedingly high in May half term week and many of our member accommodation providers have very few vacancies available until September. We are echoing the messaging from Exmoor National Park to encourage visitors to plan their visit in advance, rather than expecting to find accommodation once they are here.

The hospitality industry, nationwide, has been hit by a shortage of staff; Porlock Vale is no exception, and we are aware that there are many vacancies unfilled for staff across the Vale. We are urging visitors to be patient and considerate to our businesses.

Porlock Weir

Nothing to report.

Recreation Ground

Cllr. Gable reported the Annual ACM took place on the 20th April 2021 and two new members were elected to the committee, Cllr. Briggs and Sue McCanlis who has also agreed to be the new temporary Chair of the Recreation Ground. There are three events coming up in the next few months firstly, The Visitor Centre Summer concert on the 07th July 2021, the Recreation Ground Village fete on the 01st August 2021 and an event hosted by Stacked Wonky from the 08th to the 12th August. If anyone would like to volunteer to help it would be greatly appreciated.

St. Dubricius First School

Nothing to report.

Village Hall

Nothing to report.

There being no other business the meeting closed at 20.45.

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TBA

Chairman