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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 12<sup>th</sup> May 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: Cllr. Milne (SW&T)  
Cllr. Nicholson (SCC)  
Mrs. D Taylor-Pitkin (Parish Clerk)

It was noted Cllr. Bloys was unable to attend due to experiencing technical difficulties.

#### **1. Chairman's Announcements**

The Chairman reported following the changes in legislation which took place on the 07<sup>th</sup> May 2021, Porlock Parish Council has taken the decision to continue to meet remotely in an unofficial capacity until the health and safety of its Members and Officers can be assured. The meetings shall remain open to the Public who are invited to participate, information shall continue to be published on the PPC website and notice boards. All actions and decisions resulting from these meetings will be officially ratified at the first PPC face to face meeting.

#### **2. Recommendation of PPC Recording Policy**

All Councillors had previously been provided with a draft copy of the policy to review.

**Proposer:** Cllr. McCanlis  
**Seconder:** Cllr. Fraser

**UNANIMOUSLY APPROVED**

#### **3. List of payments received and processed by the PPC for May**

All Councillors had previously been provided with a list of the payments for review. It was noted that the payment for Mr T Locke for the purchase of 18 barrels has now been amended to £360.00 as only 12 barrels are available.

**Proposer:** Cllr. Fraser  
**Seconder:** Cllr. Ware

**UNANIMOUSLY APPROVED**

#### **4. Review of the following Planning Application:**

##### **6/27/21/113 Ship Stables, Porlock Weir, Minehead, TA24 8PD**

Proposed change of use of buildings to Use Class E (Commercial Business and Service), including services, repairs and refurbishment.

In order to provide ENPA with a thorough review of the above application it was agreed to defer the review to a later date.

#### **5. Porlock Hill Climb arranged by Minehead Cycling Club for Sunday 19<sup>th</sup> September 2021**

**Proposer:** Cllr. McCoy

**Seconder:** Cllr. Ware

**UNANIMOUSLY APPROVED**

#### **6. Update on Defibrillators located in Porlock**

Information had been circulated to the Councillors outlining the current management process for the defibrillators currently placed around Porlock.

#### **7. Update on the PHSSG**

Following the distribution of the PHSSG report the Chairman requested a brief timeline be made available to provide clarity of the current progress of the group and any future projects in the pipeline for interested members of the public.

It was noted Cllr. Rayner is currently consulting with traders on Porlock High Street regarding the formation of a Traders Association.

Cllr. Thornton requested the issue of displaying posters on the Church railing be considered at a future meeting.

#### **8. Potential alterations to Parish Office**

This item is to be deferred to a later date for a full review.

#### **9. Discussion regarding the management and revenue of Doverhay Toilets**

This item has been deferred to the Finance Committee Meeting for review on the 18<sup>th</sup> May 2021.

#### **10. Updates provided by District and County Councillors**

Cllr. Nicholson (SCC):

##### **Protruding Hedge on Dunster Steep**

Following receipt of a number of complaints received regarding the protruding hedge at Dunster Steep, it was noted that correspondence have been issued to the relevant parties requesting their assistance in remedying the matter. Cllr. Nicholson advised that hedge cutting is not recommended prior to the end of September, unless in extenuating circumstances, due to nesting birds.

Cllr. Milne (SW&T):

##### **Unitary Authority**

Cllr. Milne noted the Poll to determine the preferred model of Council is scheduled to take place from the 18<sup>th</sup> May to the 04<sup>th</sup> June 2021.

##### **SW&T re-shuffle**

It was also reported that Cllrs Pilkington and Stone have resigned from the role on the District Council and Cllr. Kravis will now sit as a "Lib Dem Independent".

#### Electric Car Charging Points

Cllr. Milne was pleased to note that electric car charging points are to be installed in the central car park shortly.

#### **11. Matters raised for information purposes only**

The Clerk advised a WhatsApp group has been formed in order to announce to the members of the PPC that a form/email requires their attention.

Cllr. McCoy suggested a letter should be issued to thank the Vaccination centre in Minehead to thank them for their help during a difficult time.

It was confirmed that Cllr. Gable has accepted the position as PPC representative for the PVTA.

#### **12. Updates from outside bodies:**

##### Coastal Communities Team

Cllr. Wood advised the Steering Committee are awaiting the responses to the leaflets recently circulated and the results will be published as and when.

##### 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 PVTA extend their congratulations to Chris Wood and Nigel Boden on their election as Chair and Vice Chair of Porlock Parish Council and look forward to strengthening their working relationship with the Parish Council under their leadership.

They would like to thank Malcolm McCoy for his hard work and many years of service to the community and especially for the collaboration between the Visitor Centre and the Parish Council in supporting our community through the Coronavirus pandemic.

The PVTA is pleased to welcome Councilor Terry Gable to our committee as Parish Council representative. She brings with her years of active engagement in village life and we anticipate she will play a key role in further strengthening the bonds between our organisations.

The Visitor Centre will extend its opening days and hours from 17<sup>th</sup> May to six hours a day, Monday to Saturday. We are grateful to have returning and new volunteers, who are in the process of being trained.

The first promotional video promoting Porlock Vale as an “escape the everyday”, tranquil holiday destination has been released. This has been shared widely on social media and is available to our members to use. There will be two further videos released this year focusing on Porlock Weir and Porlock Vale.

Over the next months the PVTA will focus on producing an ambitious programme of events for 2021, promotion of our member businesses and promotion of Porlock Vale as a tourist destination, as well as preparing the Visitor Centre to meet the needs of the community and our visitors.

Porlock Weir

Nothing to report.

Recreation Ground

Cllr. Gable reported the next meeting is on the 18<sup>th</sup> May 2021 and a Country fayre has been suggested as an alternative to the summer fete.

St. Dubricius First School

Nothing to report.

Village Hall

Nothing to report.

There being no other business the meeting closed at 20.35.

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**TBA**

**Chairman**

DRAFT