

Clerk to the Council
Mrs. D Taylor-Pitkin

Office Opening Hours:

Monday	CLOSED
Tuesday	9:30 – 14:00
Wednesday	9:30 – 14:00
Thursday	9:30 – 14:00
Friday	CLOSED

Porlock Parish



Council

Contact Details:
Parish Office
Old School Centre, West End
Porlock, Somerset.
TA24 8QD

Office Tel: 01643 863350
Email: porlockpc@gmail.com
<https://porlockparishcouncil.org>

Notice of Meeting of the Finance Committee for Porlock Parish Council

For the Attention of: Cllr. Maw (Chairman of the Finance Committee)
and Councillors I Fraser, M McCoy, J Ware & C Wood

You are hereby summoned to attend the following meeting:

Meeting of.... Finance Committee for Porlock Parish Council
Time.... 10:00am
Date.... Tuesday 02nd February 2021
Place.... Zoom @ <https://us02web.zoom.us/j/85472659262>

Dated 28th January 2021

AGENDA

D Taylor-Pitkin
Clerk of the Parish Council

1. Apologies.
2. Declarations of Interest and Disclosable Pecuniary Interest Dispositions.
3. Review action points of previous Finance Committee Meeting held on the 01st December 2020:
 - Clerk to source two independent quotes for tree survey.
 - Clerk to source competitive quotes for a contract phone through the PPC.
 - Clerk/Cllr. Wood to review the lease agreement for the Old School Building.
 - Clerk to contact Peninsula for a review proposal.
 - Clerk to estimate the volume of materials to dispose of and source competitive quotes.
4. The FC to review the PPC accounts to 31st December 2020 – Clerk to report.
Information provided.
5. The FC to consider transferring the PPC accounts from current software to Scribe – Clerk to report.
6. FC to approve payments for February.
List to be provided on Friday 29th January 2021.
7. The FC to review and APPROVE selection process for Co-Option of new Councillors – Clerk to report.



8. Legacy Fund update – Cllr. Maw to report.
 9. The FC to APPROVE the use of a debit card for the PPC account with suggested amount of £200.00 - Clerk to report.
 10. The FC to consider setting up a PPC Facebook Page.
 11. To discuss potential future costs.
 12. To confirm a date for the next Finance Committee Meeting.
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Finance Committee Members:

Cllr. Maw (Chair)
Cllr. Fraser
Cllr. Ware
Cllr. Wood

