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Office Hours:
Tuesday 9:30 – 14:00
Wednesday 9:30 – 14:00
Thursday 9:30 – 14:00
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, 10th April 2019 at 7.30p.m.

Members Present: Cllr. M. McCoy, Chairman,
Cllr. Mrs. Ellicott, Cllr. Mrs. Gable, Cllr. Latham,
Cllr. Milne, Cllr. Mrs. Russell, Cllr. Sage & Cllr. Ware.
Also present: Cllr. Mrs. Karen Mills (WSC)
Cllr. Mrs Frances Nicholson (SCC)
Cllr. Rollo Clifford (WSC)
Mrs. D Pitkin (Clerk)

1. Apologies

Apologies were received from Cllr. Hancock and Cllr. Hall due to family commitments.

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations

Cllr. Mrs. Gable and Cllr. Mrs. Ellicott both noted their interest in Item 7, Planning Application WTCA 19/04 Porlock Recreation Ground, Parsons Street.

3. The Minutes

It was unanimously **RESOLVED** that the minutes as previously circulated of the meeting held on the 13th March 2019 be approved and signed as a correct record with the following amendment:

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Cllr. Mrs. Mills (WSC)

*Cllr. Mrs. Mills advised that West Somerset and Taunton Council have just passed a motion to declare a Climate Emergency, the result is to create a carbon neutral Council by 2030. As a result of this there is currently an ongoing investigation into the **consideration** of installing EV (Electrical Vehicle) points throughout the County, the local garage situated on Porlock High Street is a potential site and Doverhay Car Park will also be a consideration.*

4. Matters for report not on the Agenda

West Somerset Flood Group

The Chairman approached the Council for approval of a payment of £5.00 for the subscription for West Somerset Flood Group Website. It was **UNANIMOUSLY APPROVED** as the council has been a member of this organisation for ten years and has made good use of their advice and services during this time.

Porlock Fire Station Visit

Following the Parish Council meeting in November 2018 regarding the changes to take place at Porlock Fire Station, SM Adrian Woollaston from Devon & Somerset Fire and Rescue Service has extended an invitation to all Councillors who would like to see a demonstration of the new vehicle in action and if there were any areas in the immediate vicinity which would require extra consideration in order to improve response times. A mutually agreeable date is to be arranged shortly.

Bus Contract for 2019 – 2020

Following the meeting to review the Bus Contract held on the 18th February 2019 at Porlock Village Hall it was **UNANIMOUSLY APPROVED** to sign and approve the contract.

The meeting was adjourned for Public Participation.

5. Public Participation

A local resident advised that they are attending this meeting as a representative of the number 10 Bus Service Committee and would like to note they have requested improved signage with a prominent display area.

It was confirmed for a confused resident that the Parish Council now have a new website which has been up and running since January and can be found at www.porlock.org/porlockpc, all information regarding the Parish Council, including Agenda and Minutes for the previous 12 months are listed on the website and paper copies are available in Porlock Library. The website address can also be found on all Parish Council correspondence.

The meeting was reconvened.

6. Somerset County Council and District Councillor's reports

Cllr. Mrs. Mills (WSC)

Doverhay Toilets Business Rates

Cllr. Mills advised she is to review the Business Rates previously issued and will report back at a later date.

Picnic Site Toilets

Cllr. Mills advised that following reports that the public building adjacent to the Picnic site was due to be sold to Falcon Housing Association and be demolished, she is now pleased to report that Mr and Mrs Keal have now taken ownership of the building to incorporate their family business.

Library Business Rates Update

Cllr. Ware reported that this will need to be reviewed as Doverhay Manor is due to lose its Charitable status which could potentially have a knock-on effect with the PPC status. One line of investigation is to confirm if all three assets at the School Centre can be combined, Cllr. Mrs. Mills and Cllr. Ware will review at a later date.

Cllr. Mrs Mills wished to note her appreciation to all the Councillors for their assistance over the years and that it was a pleasure working alongside them.

Cllr. Mrs. Nicholson (SCC)

Review of Salting Routes and Gritting Bins

Due to the release of unexpected funds the SCC are to review the salting routes and gritting bins for the area and an update will follow shortly.

ENP Election

Cllr. Mrs Nicholson advised that following the PPC election ENP will be approaching Parish Councils asking for nominations of any Councillors who wish to stand for the ENP. The Hustings are to be held on the 29th May 2019 with the vote to be held at the June meeting.

Cllr. Mrs. Nicholson stated it had been a pleasure working alongside the council for the last ten years and wished to thank everyone for their efforts.

Cllr. Rollo Clifford (SCC)

Cllr. Clifford wished to echo Cllrs. Mills and Nicholson's sentiments and advised it has been a pleasure working alongside such a proactive Council.

7. Planning

WTCA 19/04

Porlock Recreation Ground, Parsons Street

Works to trees in Conservation Area, felling 8 Ash Trees on Boundary Bank.

UNANIMOUSLY APPROVED

8. Finance

The following accounts for April were approved and passed for payment: -

WSC Business rates 01/04/17 – 31/03/18	1360.72
Mrs D Pitkin – Clerk's salary	CONFIRMATION UPON REQUEST
A Binding – Grass cutting, strimming and maintenance of High Bank	1,056.00
Water 2 Business – Water supply for DH Toilets	916.77
Savills – Rent for VH car Park	300.00
Mr Mark Jones – Cleaning of Parish Council Public toilets	294.00
HMRC – Tax & Ni for clerk salary	274.45
Mr N Shattock – Completion of year end and monthly payroll submissions	115.00
Rialtas Business Solutions – Financial soft ware for the PPC accounts	142.80
West Somerset Free Press - Advert for Election	57.60
Mrs. C Fitzgerald – Assistant clerk salary	59.15
Mrs D Pitkin – Clerks travel expenses for attending training course	24.60
A Giles – Financial Support for Audit	60.00
Water 2 Business – Cemetery supply	49.26
NEST – Clerks pension	66.33
BT – Telephone & internet for the Parish Office	53.34
Overall Total	6,079.40

Bank Balances on the 29th March 2019

Current Account Total: £112,727.55

Allotment Trust Reserve Account Total: £15,560.41

9. Matters Arising

None were noted.

10. Resignation of Cllr. Growden following his new role as Chairman of Porlock Vale Tourist Association

The Chairman reported that it was with regret that Cllr. Growden had decided to step down from his position of Councillor following his new role as Chairman for the PVTA as the time schedules could conflict. The Council would like to note its thanks to Cllr. Growden for all his hard work and effort and wish him the best of luck in his new role.

11. Update on changes to the banking procedures and the use of internet banking following the Finance Meeting held on the 21st March 2019

It was noted that this item shall be moved to the Agenda for the next meeting for the new Councillors to decide upon.

12. Update on the Abattoir Site & Picnic Sites.

Abattoir Site

The Chairman read out the below report in reference to both the Abattoir and Picnic Sites on behalf of Cllr. Hancock:

I spoke to Walsingham Planners this week and can report that they have given ENP an extension of time regarding a decision and it looks likely that the meeting will be held on the 2nd May. They also confirmed that their clients would not be opposed to the idea of them paying for traffic calming measures adjacent to the site, but it would depend on the overall costs involved. As I have previously indicated I am happy to look into this proposal and report back to the Parish Council.

The Chairman advised that Dean Kinsella from ENP is keen to hold a further Public Consultation to discuss the development if it was required.

Picnic Site

I am pleased to report that Matt Keale has completed on the purchase of the building adjacent to the Picnic Area.

I spoke to Falcon Housing who, as you are aware, are trying to buy the Picnic Area and they are pleased to hear this news because it suggests to them that WSC are serious about selling the Picnic Site and they are proceeding with negotiations.

13. Dunster Steep, alternative pathway

It was reported that Cllr. Hancock had recently liaised with C J Lynch and requested a guide price subject to survey results. As previously indicated, there is a lot of work to be done with the owner of the land, solicitor's fees, etc.

14. Air Band Mast in the Village Hall Car Park

ENP have now confirmed that they are in possession of the drawings, documents and fee from PPC and it is currently being reviewed.

15. Election 2019 Update

The Chairman confirmed that 6 Councillors are to stand down and as there are 14 nominations there will be an election on the 02nd May 2019.

16. Correspondence.

None has been received.

17. Reports from Outside Bodies

Coastal Communities Team

Nothing further to report.

Doverly Manor

Nothing further to report.

Library

Cllr. Ware advised he had attended a Health & Safety course provided by SCC Library Services along with Library volunteers. The main telephone line for the Library has now been incorporated with the Parish Council but still retains its original telephone number.

Porlock Vale Tourist Association

Nothing further to report.

Porlock Weir

Cllr. Milne advised that the Anchor Hotel at Porlock Weir are taking reservations in time for the Tourist season.

Recreation Ground

Nothing further to report.

St. Dubricius First School

Nothing further to report.

Village Hall

Nothing further to report.

18. Risk Identification

None were noted.

19. Items for Report

The Chairman wished to thank Cllr. Sage, Cllr. Latham and Cllr. Mrs. Russell for their hard word and support over the years and that between them have served 72 years on the Council.

There being no other business the meeting closed at 20:47pm.

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Chairman
DATE: 20th May 2019