

Office Tel: 01643 863350
Email: porlockpc@gmail.com
Website: www.porlock.org/porlockpc
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 via Zoom <https://us02web.zoom.us/j/84393432792>
Wednesday 10th June 2020 at 7.30p.m.**

Members Present: Cllr. McCoy, Chairman,
Cllr. Milne, Vice Chairman,
Cllr. Boden, Cllr. Mrs. Ellicott, Cllr. Fraser, Cllr. Mrs. Gable, Cllr. Hancock, Cllr. McCanlis,
Cllr. Maw, Cllr. Rayner, Cllr. Ware and Cllr. Wood.
Also present: Cllr. Mrs. Nicholson (SCC)
Mrs. D Taylor-Pitkin (Clerk)

1. Apologies

None were received.

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations

None were noted.

3. The Minutes of the meetings held on the following dates to be confirmed as correct:

a) Extraordinary Meeting 08th April 2020

Proposed: Cllr. Hancock
Seconded: Cllr. Boden

UNANIMOUSLY APPROVED

b) Full Council Meeting 19th May 2020

The minutes as previously circulated of the meeting held on the 19th May 2020 be approved and signed as a correct record with the following amendment on page 3:

Several Councillors raised concerns that the Planning Application is essentially a land use issue. It is the responsibility of the PPC to support the ENP policy of retaining the original retail units and the approval of this application could potentially cause a significant loss of the existing retail units from the High Street in the future.

Proposed: Cllr. Boden
Seconded: Cllr. Ellicott

1 Councillor AGAINST
2 Councillors ABSTAINED
9 Councillors APPROVED

c) Agenda Item 11 Full Council Meeting 11th March 2020

Proposed: Cllr. Rayner

Seconded: Cllr. McCanlis

Cllr. Rayner advised in his opinion the original draft provided by the Clerk was an inaccurate representation of the discussion and as a result proposed his interpretation for consideration. Following a robust discussion and a Full Council vote the original record is to remain.

The Council received copies of both drafts for review prior to the meeting.

2 Councillors ABSTAINED

2 Councillors APPROVED

8 Councillors AGAINST

4. Matters for report not on the Agenda

One Somerset Proposal

The Chairman reported that Somerset County Council have requested feedback on the proposal to develop a one Council model for Somerset from local Town and Parish Councils by 31st July 2020. Due to the limited information available it was agreed that Cllr. Wood and Cllr. Maw are to formally register the PPC interest in this proposal and request further information.

Action Point: Cllrs Wood and Maw are to issue a letter acknowledging the interest of the PPC and requesting further information.

The meeting was adjourned for public participation.

5. Public Participation

None were present.

The meeting was reconvened.

6. Somerset County Council and District Councillors' reports

Cllr. Milne, Somerset West and Taunton District Council:

Homeless/Rough Sleepers in and around Taunton

Cllr. Milne reported that SW&T are continuing to provide housing for local homeless people during the covid-19 crisis at the Canonsgrove Site owned by Bridgwater and Taunton College.

SW&T Council Meetings

It was noted that all meetings held by the District Council are now being live streamed on the internet allowing access to members of the public.

Recycling for SWP

SWP have relaxed their previous system but are still not accepting household waste.

Verge Cutting

As the verges along the A and B roads have now been completed, attention is to be given to the remaining roads in the area.

Public Transport precautions

Face masks are to become compulsory by the 15th June if you wish to travel by bus.

7. Planning Applications to be considered:

6/27/20/110

Weighbridge Cottage, Porlock Weir Road, Porlock TA24 8PD

Proposed alterations to roof lights on northeast elevation.

6/25/20/102

Lillycombe Farm, Porlock, Minehead, TA24 8JP

Resubmission of application ref: 6/25/20/102 for the retention of helicopter pad (6m x 6m). Retrospective.

Proposed: Cllr. Hancock

Seconded: Cllr. Milne

UNANIMOUSLY APPROVED

8. Finance:

June Accounts to be passed for payment:

Name	Description	Amount	Reference
HMRC	National Insurance and Tax contributions	263.90	BACS
Mrs. D Taylor-Pitkin	Clerk Salary	****	BACS
Mrs. D Taylor-Pitkin	Norton Virus Protection for PC / laptop / Photosmart Printer & stationary	57.47	BACS
A Binding	Grass Cutting & Strimming	480.00	BACS
A Binding	Village & Verge Contract	960.00	BACS
Cllr. D Hancock	Materials for the security door at the Parish Office – previously APPROVED by Full Council meeting on 11 th March 2020	28.55	BACS
M Jones	Cleaning DH Toilets plus safety / cleaning materials	89.50	BACS
Rialtas Business Services	Annual renewal for the Finance Package	£145.20	BACS
Natwest Bank	Safe Custody Hold	25.00	Direct Debit
BT	Telephone & Internet for Parish Office/Library (January)	81.13	Direct Debit
EDF Energy	Supply to the Old School Centre	94.61	Direct Debit
NEST	Clerks Pension – Parish Council and Clerk contributions	66.33	Direct Debit
Mrs. D Taylor-Pitkin	Zoom Video Communications Monthly Subscription	14.39	BACS
PVTA	Invoice 02 – 50% pension contribution towards 4 members of staff	75.00	BACS
PVTA	Invoice 03 – Re-imburement of caretaker salary	762.24	BACS
PVTA	Invoice 04 – PPC contribution re Covid-19 response for April	400.00	BACS
PVTA	Invoice 05 – PPC contribution re Covid-19 VC response for May	400.00	BACS
SALC	Councillor Essentials Training 6 x Councillors	125.00	BACS
SALC	Code of Conduct 6 x Councillors	150.00	BACS

Bank Balances on the 04th June 2020:

PPC Current Account: £164,095.84

Allotment Trust Account: £16,823.22

Name	Description	Amount	Reference
Somerset County Council	Annual payment for provision of Library services	5,000.00	PPC Invoice ref 080
Somerset County Council	Annual payment for contribution to grass cutting contract	90.00	PPC Invoice ref 081
M & M McCoy	Friends of Porlock Library Donation	8.00	Automatic Credit
Bay 15 & Bay 16	High Bank Car Park	300.00	Automatic Credit
Bay 12	High Bank Car Park	12.50	Automatic Credit
P & W Day	Friends of Porlock Library Donation	5.00	Automatic Credit
E & I Ellis	Friends of Porlock Library Donation	5.00	Automatic Credit

8.a Approval of the Minutes of the Finance Committee Meeting held on the 05th June 2020. **Please see attached.**

Proposer: Cllr. Maw
Seconder: Cllr. Ware

UNANIMOUSLY APPROVED

9. Matters Arising

Councillor Training

The Chairman noted the training scheduled for 04th June 2020 was cancelled due to technical issues, a new date is to be scheduled by SALC shortly.

10. Consideration of Cycling and Walking Manifesto for Somerset – Cllr. Wood to report

Cllr. Wood reported following the announcement by the Secretary of State for Transport that a travel scheme to place ‘cycling and walking at the heart of our transport policy’, Cllr. Hood from Bruton Town Council has contacted all Town and Parish Councils in the area requesting input and support for the draft manifesto which was circulated to the Councillors prior to the meeting.

Following a discussion it was agreed that whilst the PPC support the Manifesto in principle, reservations have been raised regarding some of its contents and in particular the reduction of the speed limit to 40 mph on single carriageway rural roads.

Action Point: Further information is to be requested for consideration.

11. Progress report on “opening of Porlock Highstreet” – Chairman to report.

The Chairman reported signs are to be strategically placed around the Village advising of safe distances and recommending caution.

12. Update on the Air Band Mast at the Village Hall Car Park.

Cllr. Hancock advised following a visit by the Air Band Engineer a signal can be received so the installation can proceed as planned and the installation crew are on standby.

13. Update on the Picnic Site – Cllr. Hancock to report.

Cllr. Hancock reported as concerns have been raised that the properties are to be built on a flood plain, Falcon Housing have suggested a flood prevention wall is placed around the patio areas to the front and rear of the properties. The proposal has been forwarded to the ENP Planning and Environment Agency for consideration.

14. Correspondence

In response to a letter requesting clarification on the ownership of the St. Nicholas Chapel at Porlock Weir, it was confirmed to belong to the Church of St Dubricius.

15. Reports from Outside Bodies

Coastal Communities Team

Cllr. Wood confirmed the Community Lead plan is progressing with another meeting planned for next week.

Doverly Manor

Cllr. Hancock confirmed the decoration has been completed at the museum and images of the end result have been forwarded to Samworth Brothers thanking them for their generous donation last year.

Highways

The Chairman reported rocks have been placed in an area on Parsons Street which is usually used as a turning point by passing vehicles. ENP have approached Highways to discuss adoption of that area.

Library

Cllr. Ware confirmed an opening date has not yet been advised but once confirmed the Government Guidelines on PPE will be adhered to.

Porlock Vale Tourist Association

Cllr. Maw confirmed there has been a decline in the number of phone calls received by the Porlock Community helpline. It was reported that a 115 phone calls have been received in 11 weeks.

Plans are underway for the Visitor Centre to open its doors in early July in adherence to the Government Guidelines.

The PVTA/VC is putting together a plan of events for the next 18 months, which will be fully dependant on Government guidance as and when we are notified of changes. This will be a fluid and reactive plan.

The PVTA has circulated the Porlock Vale Business Support Plan, which is a high-level document laying out the aims of what the PVTA would like to achieve in supporting Porlock Vale businesses post Covid-19. The results of the survey will be distributed at the same time.

The PVTA/ VC continues to work closely with ENPA and key partners in the Response and Recovery Strategy led by ENPA.

Porlock Weir

Cllr. Milne reported the boats have now moved from the inner to outer harbour. It has been noted a camper van has been parked in the car park for a period of time and questions on ownership have been raised.

Recreation Ground

Cllr. Gable advised ENP have re-built the bridge across the stream in the dog field.

St. Dubricius First School

Cllr. Ellicott confirmed the re-opening of the school for key workers children and year R and 1 has so far been successful.

Village Hall

Nothing to report.

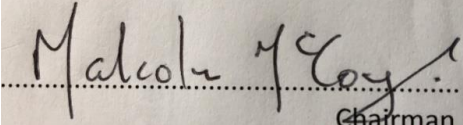
17. Risk Identification

None were noted.

18. Items for Report

Cllr. Gable noted that the ground on the left-hand side of the War Memorial on Dunster Steep is showing signs of moving and requires attention.

There being no other business the meeting closed at 21.10.



Malcolm McCoy
Chairman

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08th July 2020

Chairman