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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 Meeting held at Porlock Village Hall on Wednesday 12th February 2020 at 7.30p.m.

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

1. Apologies

Apologies were received from Cllr. Maw and Cllr. Wood due to family commitments, and Cllr. Milne and Cllr. Frances Nicholson were also unable to attend due to work commitments.

1.a Welcome to new Councillor Nigel Boden

The PPC were very pleased to extend a warm welcome to new Councillor Nigel Boden.

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations

The Chairman noted an interest in Planning Application **6/27/20/102** Drovers Furzeland Road.

3. The Minutes of the meeting held on the 08th January 2020 to be confirmed

It was **UNANIMOUSLY APPROVED** that the minutes as previously circulated of the meeting held on the 08th January 2020 be approved and signed as a correct record.

4. Matters for report not on the Agenda

Dunster Steep Footpath Update

Cllr. Hancock reported that following a review of the area alongside Western Power, a potential alternative route has been identified situated behind the substation which could significantly negate the costs. Excess soil has been sourced to provide a baseline for the pathway and all parties involved have confirmed they are keen to pursue the installation of the pathway. Whilst the route has been agreed in principle the area is due to be assessed and costed by Somerset Highways (David Peake) shortly.

Prominent Signage for the Visitor Centre

Following the discussion at the previous meeting it was stated the Visitor Centre could benefit from prominent signage throughout the Village highlighting its location. Active signs have been approached for a quote and potential sites are currently being assessed. Cllr. Hancock is to provide a report and competitive quotes at a later date.

Fallen Tree on Zig Zag Path

Cllr. Fraser noted that the hedges which run alongside the zig zag path are in need of trimming and a large 15ft tree has also fallen in the recent storm.

Action Point: Clerk to contact ENP.

Fire Station Open Day 15th February 2020

The Chairman noted that Porlock Fire Station are holding a open day on Saturday the 15th February from 10am to 1pm to thank everyone who was involved in the Save Our Station Campaign.

Neighbourhood Speed Group

It was reported that the Neighbourhood speed watch had disbanded due to a lack of volunteers, ideally 3 volunteers are required at any one time to record the speed and registration number of the passing vehicles. An article is to be posted in the Porlock Newsletter requesting volunteers to apply at Porlock Hardware Shop.

5. Public Participation

None were present.

The meeting was reconvened.

6. Somerset County Council and District Councillors' reports

Somerset County and District Councillors were unable to attend.

7. Planning Applications considered:

6/27/20/101 Proposed Installation of Air Band Mast

UNANIMOUSLY APPROVED

6/27/20/102 Drovers Furzeland Road, Porlock

UNANIMOUSLY APPROVED

WTPO 20/01 Porlock Recreation Ground Hall

UNANIMOUSLY APPROVED

WTPO 20/02 Doverhay Place, Minehead Road, Luccombe

UNANIMOUSLY APPROVED

8. Finance

The following accounts for January were approved and passed for payment:

Bank Balances on the 03rd February 2020:

PPC Current Account:	£140,218.22
Allotment Trust Account:	£ 16,199.71

Payments approved for February 2020:

Name	Description	Amount	Reference
Mrs. D Taylor-Pitkin	Clerk Salary	****	5136
HMRC	National Insurance and Tax contributions	274.45	5137
SLCC	Annual Subscription	180.00	5133
A Binding	Village & Verge Contract, clearance of rubble etc..	750.00	5134
Balcas Timber	Wood Pellets for the Old School Centre	787.50	5142
M Jones	Cleaning D H Toilets & Old School, materials	371.00	5138
Porlock Home & Hardware	Small snow shovel, materials for visitor centre amendments	6.23	5139
D Taylor-Pitkin	Renewal of Website and domain (Annual)	51.00	5140
Active Signs	Amendment to sign at the Old School Building	3.60	5141
BT	Telephone & Internet for Parish Office/Library (January)	86.83	Direct Debit
NEST	Clerks Pension – Parish Council and Clerk contributions	66.33	Direct Debit

Payments Received between 03/01/20 – 05/02/2020:

Name	Description	Amount	Reference
Bay 12	High Bank Car Park	12.50	Automatic Credit
M & M McCoy	Friends of Porlock Library Donation	8.00	Automatic Credit
SCC	Doverhay Car Park Light electricity charges	221.84	Automatic Credit
Porlock Library	Generated Income	31.10	1530
Porlock Library	Generated Income	20.00	1531
Porlock Library	Generated Income	21.45	1532
Doverhay Toilet	Cash Collection	80.00	1533
High Bank Car Park	Renewal of lease for Bay 6	150.00	1534
Porlock Horse Show	Library Donation	100.00	1535
Porlock Library	FOPL Library Donation	25.00	1536
Hedley Price	NP2 - 634	255.00	1537
Porlock Newsletter	Recharging for photocopier and rent	395.50	1538
PVTA	Electricity 11/06/19-25/09/19	45.11	1539
PVTA	Electricity 26/09/19-14/01/2020	164.06	1540
PVTA	Wood Pellet supply	534.18	1541
Village Hall Honesty Box	Cash Collection	95.00	1542
P & W Day	Friends of Porlock Library Donation	5.00	Automatic Credit
E & I Ellis	Friends of Porlock Library Donation	5.00	Automatic Credit
I H Hillier	Friends of Porlock Library Donation	24.00	Automatic Credit

9. Matters Arising

None were noted.

10. VE Day Celebration – Chairman to report

The Chairman reported following a earlier meeting a plan has been outlined for a joint celebration organised by the Parish Council, Porlock Vale Tourist Association, Churches Together in Porlock and Dover Museum with specific details to be confirmed. At this stage the suggested order of celebrations is:

1. “Rallying Town Cry” from Grant Dennis.
2. Poetry, readings, monologue provided by Jeff Cox. This will last for approximately 15 minutes and will be specific to the families of Porlock and their experiences of the war.
3. Singing and a sing-along.
4. A dancing performance
5. Afternoon tea - sandwiches and cake organised by Porlock Ladies

This is a Community event and numbers will be limited to the capacity of the Village Hall. Details will be confirmed shortly.

11. Update on the restoration of the War Memorial at Dunster Steep – Clerk to report

Following a visit by representatives from the War Memorial Restoration Company a quote has been provided for repair/restoration of £3,444.00 inclusive of VAT, with a further quote for other suggested works at £3,642.00 inclusive of VAT. The PPC have applied for a grant to assist and will consider the proposal subject to funding/costs.

12. Review of the Electricity Providers for the Old School Building

Further to a recent review of the Electricity providers for the Old School Building the Councillors were provided with a report detailing quotes from the current providers and renewable sources in view of the current climate crisis. It was proposed to move the Old School Building electricity contract to Bulb as their quote was significantly less than the current providers.

The PPC Unanimously APPROVED

Action Point: Clerk to transfer Electricity contract for the Old Scholl Building to Bulb.

13. Approval of the EV Car Charging Proposal

Following a report provided by Cllr. Milne on behalf of Plug and Go which was distributed to all Councillors prior to the meeting, Cllrs McCanlis and Rayner have requested a report from alternative companies to review prior to the next meeting. Plug and Go were previously suggested as they assume complete responsibility for the installation and running/maintenance of the unit and would therefore limit the impact on the resources of the PPC.

Action Point: Item is to be deferred to the next meeting and further information to be provided.

14. PPC to consider purchasing two extra salt bins – Clerk to report

Further to complaints received regarding sheet ice on the A39 Porlock Hill and the Emergency Lane outside Glenhalse, a resident approached the PPC to request a salt bin be placed in that area to assist with the salting/gritting of the area and further improve the safety. The bin costs £91.74 incl. VAT and the PPC currently have salt/grit bags in storage. The PPC have decided not to replace the missing bin previously placed at Chetsford Bridge as a salt bag provided by SCC is in situ.

8 Councillors APPROVED and 1 Abstained.

15. PPC to consider sponsorship of an Acoustic Cloud for the small hall in the Village Hall

This Item is to be deferred to the Finance Committee for review on the 03rd March 2020.

16. Update on the Abattoir Site – Cllr. Hancock to report

Cllr. Hancock reported Dean Kinsella at Exmoor National Park are negotiating with Tout Ltd a legal contract under the Section 106 agreement for the development, this ensures the properties are not used as secondary homes and there is a provision for Affordable Homes.

17. Update on the Central Car Park Housing Site (Picnic Site) Cllr. Hancock to report

Cllr. Hancock reported the Environment Agency have declined the application due to the development being situated on a floodplain. The decision is due to be appealed and Falcon Housing are to report back at a later date.

18. Report on the Hundred Tree Project – Cllr. Hancock to report

Cllr. Hancock advised that Western Distribution are to provide plans for potential areas to plant the trees. Five prospective areas for planting have been identified along The Meadows. Cllr. Hancock is to compose a letter confirming the details of this project for the residents of The Meadows. It was noted that responsibility for the trees, once they are planted, will fall to the PPC.

19. PPC to review the Declaration of Climate Emergency – Cllr. McCanlis to report

Item is to be deferred to the following full council meeting. Cllr. McCanlis has requested the Item is titled Declaration of Ecological Emergency.

Action Point: Item is to be deferred to the next meeting.

20. Correspondence.

An email had been received from a resident at Villes Lane requesting the trees along the road have grown very close to the BT lines and could potentially cause interference with the phonelines for the Villes Lane residents.

Action Point: Clerk is to contact Highways and BT.

21. Reports from Outside Bodies

Coastal Communities Team

Nothing to report.

Doverly Manor

Cllr. Hancock reported that the Snooker Club has had a significant increase in membership following its potential closure.

Highways

Nothing to report.

Library

Cllr., Ware advised following the Community Library Partnership Meeting everything is progressing very well.

Porlock Vale Tourist Association

A report provided by Richard Maw:

The PVTA have been asked to comment on the Porlock Weir Manor development report following the suggestion by the PPC. The PVTA are to provide their comments on the 18th February. The Walk Porlock proposal is still not confirmed as there are some teething troubles in its organisation and some significant areas of concern and again this will be discussed at the forthcoming meeting.

Debbie Stanyon - the new Visitor Centre Manager is now fully up & running. She has done a lot of planning and achieved a great deal in a short space of time but there is still a long way to go! The Visitor Centre is seen by many/most as a "hub" of the village providing services not just to visitors but also to the villagers. This is a significant element in her review.

The PPC reaction to the proposal to put up more Visitor Centre signs was welcomed and thanked. These are currently being designed/spec'd out with a view to them going up in April.

Better access to the Orchard. PPC comments noted so they are thinking again and looking at what they might suggest along with a cost.

Acknowledgement board - next phase of design and costing in progress.

Thank you to the PPC for agreeing to the water fountain. Meeting with David Hancock now scheduled or to be done soon!

The Visitor Centre alterations were not finished by the end of January as hoped but will be shortly. It is important that they are finished well before the date of the PVTA AGM on the 28th March.

The ex-pellet store shed behind the Visitor Centre. The PVTA still wish to retain this store, at least for the time being, and perhaps contrary to appearances. Debbie, the Visitor Centre manager, has allowed the Apple Press group to use it pro-term but is reviewing its need following changes she is planning and the "redesigned" internal alterations at the Centre.

Porlock Weir

Nothing to report.

Recreation Ground

Cllr. Gable reported Robert Longley is now the new Chairman of the Recreation Ground and will Chair his first meeting the following week. The Recreation Ground have recently made a donation to the Bowling Club to assist with repairs and grants are being investigated to assist with improvements for the football pitch.

St. Dubricius First School

Nothing to report.

Village Hall

Cllr. Hancock advised they have received a quote of £1500.00 for the installation of the Air Band Mast, the PPC have previously APPROVED an amount of £500.00 for the Village Hall.

22. Risk Identification

Cllr. McCanlis noted the security measures still require attention at the Parish Office and the Lone Working Policy is still to be finalised.

Action Point: Cllr. McCanlis and the Clerk to compose a Lone Working Policy.

23. Items for Report

There being no other business the meeting closed at 21:09.

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11th March 2020

Chairman