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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. 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, 13th February 2019 at 7.30p.m.

Members Present: Cllr. R. Hall, Vice Chairman
Cllr. Mrs. Ellicott, Cllr. Mrs. Gable, Cllr. Growden, Cllr. Hancock
Cllr. Latham, Cllr. Milne, Cllr. Mrs. Russell,
Cllr. Sage & Cllr. Ware.
Also present: Cllr. Mrs Nicholson (SCC)
Cllr. Mrs. Mills (WSC)
Mrs. D Pitkin (Clerk)

The Council were pleased to receive Mr. Robin Offer who provided a informative explanation for the Planning application **WTPO 19/02**, please see **Item 8**.

1. Apologies

Apologies were received from Chairman Cllr. McCoy and Cllr. Mrs. Nixon due to illness.

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations

Cllr. Mrs Ellicott and Cllr. Milne both noted their interest in Item 8, planning application **WTPO 19/02**.

3. The Minutes

It was unanimously **RESOLVED** that the minutes as previously circulated of the meeting held on the 09th January 2019 be approved and signed as a correct record with the following amendment:

7. Planning

WTPO 18/05 12 Hurlstone Park, Bossington Lane, Porlock
Trees to be felled due to disproportional size for location.

Whilst the Parish Council as a rule do not approve the removal of healthy trees because of their size, these trees are too large for their setting and are a potential hazard to the property in proximity. The Council recommends Approval re-planting small indigenous trees in their place.

4. Matters for report not on the Agenda

Vandalism of Doverhay Public Toilets

The Clerk wished to note that on a few separate occasions over the past few months the toilets have been vandalised during the night and that the security measures currently in place require a review.

The meeting was adjourned for Public Participation.

5. Public Participation

The public present did not wish to comment.

The meeting was reconvened.

6. Cllr. Hall to introduce Mr. Chris Wood for a presentation on the Porlock Marsh Project on behalf of the PVCCT

Mr. Wood reported in pursuance of the PVCCT Economic Plan and the report '*A Vision for Porlock Marsh*' and following on from the success of the initial stage of the grant application, the second stage is to lodge the application with the Rural Payments Agency to obtain a grant under the Rural Development Programme for England (2014 – 2020).

The works proposed include the following:

1. Improved signage to identify the Marsh as a Site of Special Scientific Interest (SSSI).
2. Rustic rough-cut wooden benches to provide visitor seating.
3. Two viewing platforms to facilitate wildlife observation.
4. Upgrading of Rights of Way (RoW) to provide a hard-all-weather surface.

These works have been agreed in principle with the two main landowners, the National Trust (NT) (Holnicote Estate), the Porlock Manor Estate (PME) and their tenant farmers.

The details of the arrangements with the NT and PME are to be finalized but include the following:

- a. A third party being responsible for the care and maintenance of items 1, 2 and 3 above.
- b. Provision of Third-Party Public Liability coverage in the sum of no less than £5 million.

A term of the second stage application is that full planning permissions are in place. The applications to the Exmoor National Park Planning Authority require to be accompanied by a fee of £132 for the signage and £234 for the hard scape. It is understood that there are unlikely to be fees associated with the upgrading of the ROWs.

The PVCCT have requested the assistance of the PPC with the above items a, and b and that the Council underwrite the costs of the planning application fees which are believed to be reimbursable. Cllr. Growden noted that Porlock Marsh and the new improvements would benefit from an organised advertising campaign, Mr. Wood agreed and advised this would fall within the Visitor Centre grant. Cllr. Milne was concerned at the limited access for wheel chair users currently in place, however Mr Wood advised this would be addressed with the clearing and resurfacing of certain areas which would enable access for wheel chairs users and people with limited ability. It was noted that Exmoor National Park are responsible for the Right of Way and not the Council. Cllr. Hancock proposed the PPC will lodge the Planning Application which was seconded by Cllr. Milne, 6 Councillors were in favour with one abstention.

7. Somerset County Council and District Councillor's reports

Cllr. Mrs Frances Nicholson (SCC)

Cllr. Mrs Frances Nicholson advised there is to be a review in April of the winter service and it was confirmed the PPC have allocated £500.00 in the budget for Winter Emergencies.

There was a question mark over the responsibility of who owns the footpath and road surface. Clerk is to investigate and report back at a later date.

Cllr. Mrs. Mills (WSC)

Cllr. Mrs. Mills advised the investigation of Business Rates reduction for the Library is still under review however should the Library transfer to a Charitable status it would become exempt from Business rates, Cllr. Ware is to investigate and report back at a later date.

Somerset West and Taunton Council are to approve their budget next week at a full council meeting. Cllr. Mills was pleased to advise there is very little increase in the costs to residents following the merger and the status quo is to remain for the time being.

8. Planning

WTPO 19/02 Brackenwood, Toll Road, Porlock.
T1 Oak – Fell due to large amounts of decay.

It was noted that although ENP and Porlock Parish Council had previously refused the Planning Application for the felling of the above tree, it was felt that due to the minimal growth since 2005 and the lack of foliage near the crown of the tree the vitality quite clearly in decline. As the tree has not responded to the pruning efforts from 2005 it was believed further pruning would just exacerbate the situation. It was reported that branches have fallen into the road and have so far not caused an injury. Mr Offer advised, should removal of the tree be approved, a Preservation Order would be placed on the replacement tree and this tree would be of a far more robust nature and less likely to cause issues in the future. Cllr. Milne noted that despite several storms and ferocious weather over this time the tree for the most part has remained intact, Mr. Offer confirmed that inevitable decline of the crown could cause deadwood and whilst this doesn't pose a threat to the power lines it could pose a genuine threat to the safety of the general public.

Cllr. Mrs Russell proposed to approve the application with the caveat that a replacement tree is to be sourced. The application was formerly **APPROVED** by 5 Councillors, with 1 against and one abstention.

9. Finance

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

Mrs D Pitkin – Clerk's salary	1,251.50
PTA – Care Takers wages 01/10/18 – 31/03/19	721.69
Lovelace Centre – 2 nd Payment	250.00
BT – Telephone and internet for Parish Office	53.34
Mrs D Pitkin – Clerk Expenses	33.68
HMRC – Deductions of NI & Tax from Clerk's salary	289.64
Mr. Mark Jones – Cleaning of Doverhay & Parish Office Public Toilet	350.00
Pro Green – Window cleaning at the Parish Office	17.00
Chemex – Toilet roll supplies	77.40
Mrs. Fitzgerald – Assistant Clerk Salary	104.65
PTA – 2 nd Payment for Lovelace Centre	250.00
Nest – Pension Payment for Clerk	42.06
Mrs D Pitkin – Clerk Study time	554.74

Forever Fuel – Delivery of wood pellets for Old School Centre	998.26
EDF Energy	168.75
Overall Total	5162.71

Bank Balances on the 30th January 2019.

Current Account	125,556.45
Total:	125,556.45

Allotment Trust Account	
Current Account	0.00
Reserve Account	14,938.06
Total:	14,938.06

10. Matters Arising

None were noted.

11. Recreation Ground C.I.O Transfer Update, Chairman of Recreation Ground Committee Mr. Russell Vowles to attend – Cllr. Latham to report.

Cllr. Latham advised following many meetings with the Chairman and fellow trustees of the Recreation Ground Committee it is recommended to sign the vesting document to enable the transfer from the old Charity to the new C.I.O which has previously been reported on. Whilst this is not entirely in line with advice provided by the Parish Council solicitors it was felt that on the evidence provided by the Charity Commission and the Recreation Ground the transfer would not cause a negative impact to the Parish Council and would in fact provide the Council with extra rights not previously held, such as the right to veto any new applicants to be trustee etc... It was also confirmed that should the Recreation Ground Committee wish to sell the land they would have to seek approval from the Parish Council.

The Council Unanimously **APPROVED** the signing of the vesting document.

Russell Vowles wished to note his thanks to Cllr. David Latham and Mrs. Christine Fitzgerald for all their assistance.

12. Approval of Co-Option of new Recreation Ground trustee Emma Child.

The co-option of Emma Child as a trustee for the Recreation Ground Committee was Unanimously **APPROVED**.

13. May Election 2019 – Cllr. Milne to report.

Cllr. Milne reported following a meeting of the Election sub-committee a plan has been finalised to maximise publicity and garner interest in the upcoming election. A mail drop has been prepared along with notices to be placed in the local newspapers and posters to be displayed in the local shops. Application Forms are to be held at the Parish Office for any potential applicants and completed forms should be returned to the Parish Office by the 29th March 2019.

14. Update on the Library Partnership – Cllr. Ware to report.

Cllr. Ware reported that a meeting is to be arranged with Mr. Oliver Woodhams and the Volunteers representative for the library by early March following receipt of the draft Heads of Terms Agreement. Both Cllr. Latham and Cllr. Ware are to review the agreement prior to the meeting and have invited any comments from Councillors to be provided by the 25th February 2019. Once the details of the new agreement is finalised it will commence from the 01st April 2019.

15. Dog Fouling Issue – Cllr. Growden to report.

A number of complaints have been received from local residents and parents of the children at St Dubricius First School regarding the dog fouling along The Drang which runs next to the school. On more than one occasion it has proved impossible to avoid the mess and posed a significant health risk to anyone who uses The Drang. It was proposed by Cllr. Growden to approach Idverde to confirm the areas within the cleaning contract that they hold for the Parish Council and seek their advice.

16. Abattoir and Picnic Site Update – Cllr. Hancock to report.

Cllr. Hancock reported that Mr Dean Kinsella from ENP confirmed that the outline application was progressing, and that Plymouth City Council has been appointed to report on the viability statement for the Affordable Housing as the previous ENP Advisor has now left. The recent speed survey currently being assessed by Highways and the earliest possible date for the planning meeting is expected to be in April.

Picnic Site

Sam Southam from Falcon Housing has confirmed the sale is currently being reviewed by solicitors but the site has been viewed in more details and they are planning to provide 3 two-bedroom, dormer bungalows and will make the initial plans available for review with the Parish Council.

17. Porlock Village Hall, damaged wall – Cllr. Hancock to report.

The wall is currently being repaired by a local builder and the costs are to be claimed under the Village Hall insurance. It has been impossible to officially confirm who is responsible for the damage due to lack of evidence and as this is not the first time it has happened the Village Hall Committee have erected CCTV cameras outside the Hall in order to safe guard them in the future.

18. Porlock Village Hall Air Band Mast – Cllr. Hancock to report.

Cllr. Hancock reported Planning Application is to be applied for installation of the pole to enable the Air Band Mast. Cllr. Hancock is to investigate the best possible solution and will report back shortly. The Planning Application is expected to take up to two months to be processed.

19. High Street, Traffic Calming proposals – Cllr. Hancock to report.

Following advice from Chico Lynch regarding the installation of calming strips on the High Street, Cllr Hancock is to source competitive quotes and return to the Council at a later date.

20. Dunster Steep, possible footpath – Cllr. Hancock to report.

Cllr. Mrs Mills and Cllr. Hancock have investigated the possibility of installing a footpath on private land that runs along side Dunster Steep. This would improve the safety of the pedestrians. If a path is installed it would have to meet SCC standards and most likely the funds would have to be generated by the Parish Council. Quotes are to be sourced and further investigations are to be carried out.

21. Dunster Steep, Improved traffic visibility – Cllr. Hancock to report

Cllr. Hancock is to source a quote for the trimming of the hedges at the foot of Dunster Steep as it severely impacts visibility for motorists.

22. Old School Wood Pellet Silo – Cllr. Hancock to report

A quote has been received for the silo which will fall within the grant of a £1000.00 received for the Visitors Centre.

13. Correspondence

A thank you letter was received from Mrs. Denise Sage for the PPC contribution to the Christmas Lights. A letter was also received from Mrs. Sally Ikeringill for the Parish Councils assistance with the installation of a bench on Orchard Rise in memorial of her late mother.

14. Reports from Outside Bodies

Coastal Communities Team

Nothing further to report.

Doverly Manor

Nothing further to report.

Library

Nothing further to report.

Porlock Vale Tourist Association

Nothing further to report.

Porlock Weir

Cllr. Milne advised that the property formerly known as Millers at Porlock Weir is due to be reopened in April.

Recreation Ground

Nothing to report.

St. Dubricius First School

Nothing to report.

Village Hall

Nothing to report.

15. Risk Identification

None was noted.

16. Items for Report

No items were reported.

There being no other business the meeting closed at 22:15.

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Chairman

DATE: 13th March 2019