

Office Tel: 01643 863350
Email: porlockpc@gmail.com
Website: www.porlock.org/porlockpc
Office Hours:
Tuesday 10:00 – 14:00
Wednesday 10:00 – 14:00
Thursday 10:00 – 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 Finance Committee meeting held at 10am on 01st February 2022 in the Parish Office at the Old School Centre.

Members Present:

Cllr. Fraser, Chairman
Cllr. McCoy, Cllr. Thornton
Cllr. Ware & Cllr. Wood.

Also present: Mrs. D Taylor-Pitkin (Clerk)

1. Apologies

Apologies were received from Cllr. Briggs due to family commitments.

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations.

None were noted.

3. Review action points of previous Finance Committee Meeting held on the 04th November 2021.

- In depth review of the usage and security of the PPC properties.
- Initialising Village Legacy Fund.

4. FC to review the rent rates for PPC Assets.

Following a review of the various assets owned by the PPC it was noted that the cost of parking permits for High Bank Car Park have remained at £150.00 per annum since April 2013. Following a robust discussion the following recommendation was proposed:

High Bank Car Park parking permits:

	Current Price	Increased to
One Parking Bay per family	£150.00	£175.00
Two Parking Bays per family	£150.00 per bay	£175.00 for 1st parking bay £200.00 for 2nd parking bay
Motor Home / Camper Van	£150.00 per vehicle	£250.00 per vehicle

Proposer: Cllr. Fraser
Seconder: Cllr. Wood

UNANIMOUSLY APPROVED

5. FC to consider a donation towards the traffic calming measures on A39.

A meeting has been booked for Thursday 03rd February 2022 with the neighbouring parishes to further discuss the potential impact traffic calming measures may have on the A39 and the financial implications for the parishes concerned. Cllr. Wood is to attend as the PPC representative and will provide feedback to the PPC at a later date.

6. FC to review wood pellet charges for OSC.

Cllr. Ware has reviewed the wood pellet charges for the OSC which highlighted the expenses of using the current supplier. Cllr. McCoy recommended researching an alternative supplier who would deliver the pellets in a sealed crate, this option may remedy the long waiting time for delivery of pellets but would also require extra assistance with the delivery of the pellets into the Silo. Cllr. Wood recommended engaging with a consultant to review the current heating sources for the OSC.

Action Point: Clerk to contact Simon Freeguard for alternative quote.

Action Point: Clerk to contact Feed In Tariff for confirmation of PPC charges.

Action Point: Clerk to research alternative suppliers for the wood pellets.

7. FC to consider quote for a deep clean of the OSC.

After a brief review it was agreed this Item is no longer relevant.

8. FC to discuss the inception of a Community Legacy Fund.

Cllr. Wood is to contact local solicitors for advice and report back at a later date.

9. FC to review the quote provided for treatment of trees at Hawkcombe Cemetery.

Following receipt of the quote provided by Three Atop Woodland Services and a review by the Planning Committee Chairman the FC recommend the PPC proceed with the quote. The Clerk wished to note a number of local businesses were also approached to provide potential quotes for comparison but were either limited with time or means.

Proposer: Cllr. Wood

Seconder: Cllr. McCoy

UNANIMOUSLY APPROVED

10. FC to review quotes for updating the carpeting in the Community Library.

Following a suggestion received by the current Library Officer it was considered prudent to source quotes for cleaning the current tiles and to swap the tiles from the high traffic areas for ones in better condition located elsewhere in the Library.

Action Point: Clerk/Cllr. Ware to source alternative carpet cleaning quotes

11. FC to consider the purchase of an Air Monitor for the public areas of the OSC.

Following a discussion of the current procedures in place at the OSC in respect of the Covid-19 pandemic, the FC have chosen not to recommend the purchase of an Air Monitor but to implement a hourly system of openly ventilating the occupied areas of the OSC.

12. Any items for Report.

- i. Cllr. Wood noted that progress is being made on the safe pathway for Dunster Steep and is to research the legal fees etc.. and report back.
- ii. The Clerk noted that Rev. Gibbs has requested the spelling error on the War Memorial on the Marsh is rectified.

Action Point: Clerk to First Design to provide updated sign

13. To discuss potential future costs.

- Recording equipment for PPC £220
- Following a Fire Risk Assessment at the OSC:
 - Turn lock for external door
 - Fire Alarm instructions
 - Emergency Lighting in the VC
 - Fire Warden Course x 3 members of staff

14. To confirm a date for the next Finance Committee Meeting.

Next meeting has been booked for the 01st March 2022.

Meeting Closed at 11.03am