

Clerk to the Council
Mrs. D Taylor-Pitkin

Office Opening Hours:

Monday	CLOSED
Tuesday	9:30 – 14:00
Wednesday	9:30 – 14:00
Thursday	9:30 – 14:00
Friday	CLOSED

Porlock Parish



Council

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Notice of Meeting of the Finance Committee for Porlock Parish Council

For the Attention of: Cllr. Fraser (Chairman of the Finance Committee)
and Councillors A Briggs, M McCoy, L Thornton, J Ware & C Wood

You are hereby invited to attend the following informal meeting:

Meeting of.... Finance Committee for Porlock Parish Council
Time.... 10:00am
Date.... Tuesday 18th May 2021
Place.... Zoom @ <https://us02web.zoom.us/j/87428760191>

Dated 13th May 2021

List of Items for Discussion

D Taylor-Pitkin

Proper Officer to the Parish Council

1. Review action points of previous Finance Committee Meeting held on the 08th April 2021:

- Clerk to source two independent quotes for tree survey.
- Clerk to source competitive quotes for a contract phone through the PPC.
- Clerk/Cllr. Wood to review the lease agreement for the Old School Building.
- Clerk to estimate the volume of materials to dispose of and source competitive quotes.
- In depth review of the usage and security of the PPC properties.

2. FC to review competitive quotes for skip/removal van to assist with removal of excess items at the Parish Office.

3. To discuss and APPROVE costs of the book storage unit for the Love Lace Centre

4. Discussion regarding the management and revenue of Doverhay Toilets.

5. To review competitive quotes for insurance for the PPC properties etc..

6. Legacy Fund update.



7. To note any potential future costs.

- To review the costs for hybrid meetings

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

Finance Committee Members:

Cllr. Fraser (Chair)

Cllr. Briggs

Cllr. McCoy

Cllr. Thornton

Cllr. Ware

Cllr. Wood

