

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

Contact Details:
Parish Office
Old School Centre, West End
Porlock, Somerset.
TA24 8QD

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Email: porlockpc@gmail.com
<https://porlockparishcouncil.org>

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 summoned to attend the following meeting:

Meeting of.... Finance Committee of Porlock Parish Council

Time.... 10:00am

Date.... Tuesday 01st February 2022

Place.... Parish Room, Old School Centre

In order to comply with the latest Government Legislation and to ensure the Health & Safety of the Members and Officers of the PPC, if you would like to attend this meeting as either public or press please advise the Clerk by email: porlockpc@gmail.com or telephone 01643 863350.

Dated: 26th January 2022

AGENDA

D Taylor-Pitkin

Proper Officer to the Parish Council

1. Apologies.
2. Declarations of Interest and Disclosable Pecuniary Interest Dispositions.
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.
 - Legacy Fund Review.
4. FC to review the rent rates for PPC Assets.
5. FC to consider a donation towards the traffic calming measures on A39.
6. FC to review wood pellet charges for OSC.
7. FC to consider quote for a deep clean of the OSC.
8. FC to discuss the inception of a Community Legacy Fund.



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

Three quotes have been requested, however only one quote has been received.

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

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

Current estimated cost £56.98 x 3.

12. Items for Report.

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.

Finance Committee Members:

Cllr. Fraser (Chair)

Cllr. Briggs

Cllr. McCoy

Cllr. Thornton

Cllr. Ware

Cllr. Wood

