

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

Office Tel: 01643 863350  
Email: [porlockpc@gmail.com](mailto:porlockpc@gmail.com)  
<https://porlockparishcouncil.org>

### Notice of a Meeting of the Parish Council

For the Attention of: Chairman Wood, Vice Chairman Boden and Councillors L Bloys, A Briggs, S Ellicott, I Fraser, T Gable, D McCanlis, M McCoy, W Rayner, L Thornton & J Ware.

You are hereby summoned to attend the following meeting:

Meeting of....	Porlock Parish Council
Time....	19:30
Date....	Wednesday 13 <sup>th</sup> October 2021
Place....	Porlock Village Hall

Dated 07<sup>th</sup> October 2021

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](mailto:porlockpc@gmail.com) or telephone 01643 863350.

### AGENDA

*D Taylor-Pitkin*  
Clerk to the Parish Council

1. To receive Apologies for Absence and to approve reasons provided. **(LGA 1972 s85 (1))**
2. **Declarations of Interest and Disclosable Pecuniary Interest Dispensations.**  
*Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)*
3. To **APPROVE** and sign the Minutes of the following meeting as a correct and accurate representation: **(LGA 1972 sch12, para 41(1))**
  - i. Full Council Meeting held on the 28<sup>th</sup> April 2021
  - ii. Full Council Meeting held on the 08<sup>th</sup> September 2021
4. **Matters to report for information purposes only and action points raised at previous meeting.**
  - i. Maintenance and upkeep of the Old School Centre
5. **Public Participation.**  
*This section provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate by asking questions, raising concerns or providing comments on matters affecting Porlock Parish (not exceeding 15 minutes). No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration. (LGA1972 sch12, paras 10(2) (b))*



# Porlock Parish

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



## Council

Contact Details:  
Parish Office  
Old School Centre, West End  
Porlock, Somerset.  
TA24 8QD  
Office Tel: 01643 863350  
Email: [porlockpc@gmail.com](mailto:porlockpc@gmail.com)  
<https://porlockparishcouncil.org>

### 6. Chairman's Announcements.

### 7. Somerset County Council and District Councillors Reports.

### 8. Finance: October Accounts to be APPROVED and passed for payment.

### 9. Matters raised for information purposes only.

### 10. PPC to review and APPROVE the Staffing & HR Committee Terms of Reference.

All Councillors were provided with supporting documentation on the 11<sup>th</sup> October 2021.

### 11. PPC to APPROVE the Scheme of Delegation of the Appointment process for the Library Officer and Volunteer Co-Ordinator position to the Staffing and HR Committee.

### 12. Update on the Porlock High Street Support Group – Cllr. Thornton to report.

Minutes of the PHSSG meetings are available on the PPC website for review.

### 13. Update on the EU Welcome Back Fund– Cllr. Thornton to report.

### 14. PPC to APPROVE the purchase of three multipurpose recycling bins via the EU Welcome Back Fund. Please see attached report.

### 15. PPC To APPROVE a contribution of £282 (£223.75 net of VAT) for the purchase of batteries for the 'Light up Porlock' initiative – Chairman to report.

### 16. To approve the allocation of up to £250 to provide back-up financing for the Tree Holder Survey – Chairman to report.

### 17. The PPC to confirm the title of the Parish Council Building was APPROVED as the Old School Centre.

### 18. Correspondence.

### 19. Reports from outside bodies: Coastal Communities, Dovery Manor, Highways, Porlock Library, Porlock Vale Tourist Association, Porlock Weir, Recreation Ground, St. Dubricius First School & Village Hall.

