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Office Hours:
Tuesday 10:00 – 15:00
Wednesday 10.00 – 15:00
Thursday 10.00 – 15:00
Friday CLOSED

PORLOCK



Clerk to the Council
Mrs. D. Taylor-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 09th March 2022 at 7.30p.m

Members Present: Cllr. Wood, Chairman
Cllr. Bloys, Cllr. Ellicott, Cllr. Fraser, Cllr. Gable, Cllr. McCoy, Cllr. McCanlis, Cllr. Rayner,
Cllr. Thornton and Cllr. Ware.
Also present: Cllr. Milne (SW&T)
Mrs. D Taylor-Pitkin (Parish Clerk)

1. Apologies

Apologies were received from Cllr. Rayner due to family commitments and Cllr. Bloys due to illness.

Proposer: Cllr. Fraser
Seconder: Cllr. Bloys

9 Councillors APPROVED
1 Councillor ABSTAINED

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations

None were noted.

3. To APPROVE and sign the Minutes of the following meetings as a correct and accurate representation.

i. Full Council Meeting held on the 09th February 2022

Proposer: Cllr. Ware
Seconder: Cllr. McCanlis

It was **APPROVED** that the minutes as previously circulated for the Full Council Meeting held on the 09th February 2022 be approved and signed as a correct record with the following amendment:

Page 3:

Action Point: District Cllr. Milne was asked by Cllr. Ware to assist with identifying the correct point of contact at SW&T who can confirm the billing arrangements for the lighting at Doverhay Car Park and for the Clerk to then issue an invoice.

ii. Finance Committee Meeting held on the 01st February 2022

It was **APPROVED** that the minutes as previously circulated for the Finance Committee Meeting held on the 01st February 2022 be approved and signed as a correct record with the following amendment:

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations.

None were noted.

Proposer: Cllr. Fraser

Seconder: Cllr. Ware

UNANIMOUSLY APPROVED

4. Matters for report for information purposes only and action points raised at previous meeting:

- i. Maintenance and upkeep of the Old School Centre
A date is to be secured in the early part of spring.
- ii. Policies and Documents Committee to review the PPC current Standing Orders by the 2022 Election
The Policies and Documents Committee are to review the current Standing Orders in time for the May 2022 election.

The meeting was adjourned for public participation.

5. Public Participation

The public present did not wish to participate.

The meeting was reconvened.

6. Planning

VAL/22/085

TREES TO THE EAST OF PORLOCK CEMETERY, DOVERHAY,

This Item had been removed from ENPA Planning website at the time of the Full Council Meeting.

6/27/22/106

WATERMILL COTTAGE, HAWKCOMBE, PORLOCK, MINEHEAD, TA24 8QW

Cllr. Boden reported as the application is retrospective the structure is already in situ and is a half glazed double front doored large (3m square) wooden garden building. The structure is in the detached land strip belonging to Watermill Cottage land. It is visible to surrounding properties and from the roadway. ENPA does have polices covering garden and vernacular buildings but the structure has already been constructed and in place for awhile. I would therefore suggest we consent to the retrospective application but ask ENPA to confirm that there are no potential future development rights on this "shed".

Proposer: Cllr. Thornton

Seconder: Cllr. McCoy

5 Councillors APPROVED

4 Councillors ABSTAINED

1 Councillor AGAINST

6/27/22/105 21, PARKS VIEW, PORLOCK, MINEHEAD, TA24 8NG

This is for creation of a block work, rendered long garage with pitched roofed. Main garage door glazed side door and rear glazed window. It would appear from the photos that a previous base for a smaller shed was in offset position to house the proposed garage would be to the side of the property. My only concern would be the length of the garage and it's overall potential size may lead to potential future plans to convert this into a vernacular dwelling. Therefore I suggest we approve application but suggest the ENP add a condition that it can only be used as a garage or workshop and not for residential use.

Proposer: Cllr. Thornton

Secunder: Cllr. Ware

UNANIMOUSLY APPROVED

7. Chairman's Announcements

None were noted.

8. Somerset County Council and District Councillors' reports

Cllr. Milne, Somerset West and Taunton District Council:

Confirmation of new Boundaries

Cllr. Milne reported that the boundaries for May 2024 General Election boundaries have changed and now include Porlock, Simonsbath, Dulverton, Exbridge, Tiverton, Williton, North Wellington, West Bagborough, Stogursey, Watchet and Minehead and Porlock is to belong to the constituency of Tiverton and Minehead.

9. Finance: March accounts to be passed for payment – Cllr. Fraser to report.

Payment Number	Name	Description	Amount
	HMRC	National Insurance and Tax contributions	432.98
	Mrs. D Taylor-Pitkin	Clerk Salary	****
	Mr. E Nichols	OSB Caretaker salary	****
	Mrs. M Perkins	Library Officer Salary	****
	Mark Jones	Cleaning of OSC Toilets & D H Toilets	75.00 220.00
	Paul Wells	Pat Testing @ OSC (PO & Library)	145.50
	Porlock Home & Hardware	Cleaning Items for OSC	4.75 4.24
	SLCC	Annual Membership	186.00
	D Taylor-Pitkin	Zoom £11.99, WFH £6.00 per week @ 14 days from 15 th November 2021 – 02 January 2022 £10.00 phone supplement	33.99
	Bright HR	HR support	60.00
PHSSG	West Somerset Garden Centre	Spring flowers/feed for planters	108.73
Direct Debit	NEST	Clerk Pension – Parish Council and Clerk contributions	77.10
Direct Debit	Bulb	Monthly payment for Old School Building including the Library, Electricity supply	43.84 Parish Office 68.18 Library
Direct Debit	Bulb	Monthly Payment for D H Toilets Electricity supply	40.00

Direct Debit	BT	Telephone & Internet for Parish Office/Library	123.68
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*Invoices are available on request for the above payments.

Bank Balances on the 07th March 2022:

PPC Current Account: £167,638.89
 Allotment Trust Account: £19,126.32

Payments Received between 08/02/2022 – 07/03/2022:

Name	Description	Amount	Reference
Bay 12	High Bank Car Park	12.50	Automatic Credit
Hedley Price	Internment of ashes	150.00	Automatic Credit
Bay 10	High Bank Car Park	25.00	Automatic Credit
E & I Ellis	Friends of Porlock Library Donation	5.00	Automatic Credit
HMRC	VAT refund	2011.66	Automatic Credit
Bay 13	High Bank Car Park	175.00	Automatic Credit
EROB	NP1 Row I	500.00	1415
EROB	TBC	500.00	1416
Hedley Price	Ashes internment NP1 plot 16 Row D	75.00	1417
D H Toilets	Cash Collection – 10/11/2021	41.00	1418
D H Toilets	Cash Collection- 09/02/22	30.00	1419
D H Toilets	Cash Collection- 20/10/21	100.00	1420
V H Honesty Box	Cash Collection	56.00	1421
Porlock Library	Income	18.45	1422
V H Honesty Box	Cash Collection	81.70	1423
Porlock Library	Income	355.30	1424
Allotment Trust	Dividend	612.53	Automatic Credit

Proposer: Cllr. Thornton
Secunder: Cllr. Fraser

UNANIMOUSLY APPROVED

a. Full Council to REVIEW the following RECOMMENDATIONS provided by the FC:

i. Dunster Steep:

FC RECOMMEND £2,500 should be placed in an EMF in order to cover the legal costs of the purchase of the strip of land kindly donated by the local resident.

Proposer: Cllr. Fraser
Secunder: Cllr. McCoy

UNANIMOUSLY APPROVED

ii. Traffic Calming Measures for the A39:

FC RECOMMEND that the PPC set aside £1500.00 in an EMF which will go towards the overall requested amount of £7,000.00.

Proposer: Cllr. Fraser
Secunder: Cllr. McCoy

9 Councillors APPROVE
1 Councillor ABSTAIN

iii. PVTA Grant request:

The Finance Committee recommend the PPC support, in principle, a one off financial contribution to the PVTA once a project has been outlined, costed and a timeline has been established.

Concerns were raised that the application form did not meet the criteria of the current grant application form. However it was noted that a Grant Policy and a revised form is to be reviewed by the Policy and Documents Committee shortly. However it was agreed in **principle** for a grant application to be re-submitted with a outlined project which has been costed and a established timeline is provided.

Proposer: Cllr. Wood

Seconder: Cllr. Fraser

8 Councillors APPROVE
2 Councillors AGAINST

10. Matters raised for information purposes only.

None were noted.

11. Update on potential traffic calming measures for the A39 – Chairman to report.

The Chairman advised once the all the funding has been received and confirmation has been sent to Somerset Highways and update will be available.

12. Update on the Porlock High Street Support Group & EU Welcome Back Fund – Cllrs. Thornton & McCanlis to report.

Cllr. Thornton previously provided reports updating the PPC for both of the grant funds. Cllr. Thornton also confirmed SW&T are to be deliver the new rubbish/recycling bins on the 24th March 2022. The new signage will be displayed alongside the Highstreet shortly.

13. Update on the Unitary Committee.

The Clerk provided information by email on the 02nd March 2022.

14. Correspondence

A number of complaints had been received regarding dog fouling along the Drang parallel to the Church wall.

It was noted that a Static Caravan had been moved through the High Street Porlock from Porlock Caravan Park without prior notification and had caused a traffic jam which took quite some time to abate.

Action Point: Clerk to contact Highways and the caravan park to confirm the correct procedure for the removal and deliver of the static caravans.

15. Reports from Outside Bodies

Coastal Communities Team

Nothing to report.

Doverly Manor

Nothing to report.

Highways

Nothing to report.

Porlock Community Library

Cllr. Ware reported that he had concerns regarding the fine amnesty that had been called by SCC, as outstanding fines formed a substantial part of the Library income.

The Library is to host a monthly surgery in the Library and one to one tuition on the use of iPad is also to be provided.

Porlock Vale Tourist Association

Nothing to report.

Porlock Weir

Nothing to report.

Recreation Ground

Cllr. Gable noted that they are all working hard on the upcoming events such as the Football Festival, Queens Platinum Jubilee and the Summer Country Fayre as well as other sporting events to come before September.

St. Dubricius First School

Nothing to report.

Village Hall

Nothing to report.

There being no other business the meeting closed at 09:30pm.

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13th April 2022

Chairman