

Clerk to the Council
Mrs. D Taylor-Pitkin

Office Opening Hours:

Monday	CLOSED
Tuesday	10.00 – 14:00
Wednesday	10:00 – 14:00
Thursday	10:00 – 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
<https://porlockparishcouncil.org>

Notice of the Annual Parish Council Meeting

For the Attention of: Chairman Wood, and Councillors L Allenby, L Bloys, G Dennis, S Ellicott, I Fraser, T Gable, S Gundrill, M McCoy, W Rayner, D Stanyon & J Ware.

You are hereby summoned to attend the following meeting:

Meeting of....	Porlock Parish Council
Time....	19:30
Date....	Monday 23rd May 2022
Place....	Porlock Village Hall

Dated 17th May 2022

In order 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.

AGENDA

D Taylor-Pitkin
Clerk to the Parish Council

- 1. Election of Chairman. (LGA 1972 s15 (2))**
Chairman to sign Declaration of Acceptance of office.
- 2. To receive Apologies for Absence and to approve reasons provided. (LGA 1972 s85 (1))**
- 3. Welcome to the new Council.**
All Members are to sign a Declaration of Acceptance of Office. **(LE Order 2012/1465,sch1)**
- 4. Election of Vice Chair.**
- 5. Appointment of Committees & Representatives and review of PPC Meeting Schedule.**
 - PPC to APPROVE the appointment of Mr. N Boden as a Consultant to the PPC Planning Committee.
- 6. 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) (LGA 1972 sch12, para 41(1)). All Members to return completed forms provided in their Welcome Pack.
- 7. PPC to confirm review of the PPC Standing Orders, new Code of Conduct, Financial Regulations and list of policies.**
All Councillors have been provided with draft copies of current PPC documentation to be reviewed by the Documents & Policies Committee and then ADOPTED at the June Full Council Meeting.



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8. **To APPROVE and sign the Minutes of the Full Council meeting held on the 13th April 2022.**
Each Councillor has been provided with a copy of the draft Minutes for review.
9. **Matters to report for information purposes only and action points raised at previous meeting:**
 - i. Policies and Documents Committee to review the following PPC documentation:
 - a) PPC Standing Orders
 - b) New Code of Conduct
 - c) PPC Financial Regulations.
10. **Confirmation of present eligibility of the General Power of Competence – Clerk to report.**
11. **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))
12. **Chairman’s Announcements.**
13. **Somerset County Council and District Councillors Reports.**
14. **May Accounts to be passed for APPROVAL.**
List of payments made and received by the PPC will be available for review on the 18th May 2022.
15. **PPC to consider enlisting a contractor to maintain the floral displays provided by the ETCRF/PHSSG – Clerk to report.**
16. **PPC to review Porlock & Porlock Weir conservation areas.**
Both currently have appraisals that were written in 2013 and require updating as is required by the Planning (Listed buildings and Conservation Areas) Act 1990.
17. **PPC to consider a request from Stacked Wonky to use the Orchard at the OSC on scheduled days throughout the summer term.**



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18. **PPC to consider a transfer to BT Cloud Phone to enable a recording facility at the Parish Office for all outgoing and incoming telephone calls.**
All Councillors were provided with supporting information.
19. **Update on potential traffic calming measures for the A39 – Cllr. Wood to report.**
20. **Update on Dunster Steep.**
21. **Update on the Unitary Council.**
22. **Correspondence.**
23. **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.**

