

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
<https://porlockparishcouncil.org>

Notice of a Meeting of the Parish Council

For the Attention of: Chairman Wood, Vice Chairman Allenby and Councillors 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....	Wednesday 13 th July 2022
Place....	Porlock Village Hall

Dated 07th July 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. 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) (LGA 1972 sch12, para 41(1))

3. To APPROVE and sign the Minutes of the following meetings:

- i. Minutes for the Polices and Documents Committee Meeting held on the 21st June 2022
- ii. Minutes for the Extraordinary Council Meeting held on the 29th June 2022
- iii. Minutes for the Staffing & HR Committee Meeting held on the 05th July 2022
- iv. Minutes for the Full Council Meeting held on the 15th June 2022

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

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))



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6. Vice-Chairman's Announcements.

7. Somerset County Council and District Councillors Reports.

8. Finance: July Accounts to be APPROVED and passed for payment – Cllr. Fraser to report.

9. Matters raised for information purposes only.

- EV Charging stations at Central Car Park
- Installation of new dog bin on Parsons Street

10. Review of the Chairmans Internal Audit Report 2020/2021.

11. Full Council to review the recommendations provided by the Polices and Documents Committee:

- i. Draft Model Standing Orders
- ii. Draft Model of Councillor Code of Conduct
- iii. Draft Grant Policy and Application Form

12. Full Council to review the recommendations provided by the Staffing & HR Committee:

- i. Employment Contract for the OSC Caretaker
- ii. Employment contract for OSC Cleaner
- iii. Employment contract for the Library Officer
- iv. Employment Contract for the Parish Clerk
- v. The Clerk to investigate the role of RFO and the salary requirements
- vi. Clerk Appraisal panel to consist of Cllrs Ellicott, Fraser and Rayner.

13. PPC to review and APPROVE the SLA provided by Idverde.

14. Update on the publicity campaign for the Porlock bus service – Vice-Chair to report.

15. PPC to consider the cost of the maintenance of the Zig Zag path at the Dog Park in the Recreation Ground.



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16. Update on the Unitary Council.

17. Correspondence.

18. 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.

