

Office Tel: 01643 863350
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Office Hours:
Tuesday 9:30 – 15:00
Wednesday 9:30 – 15:00
Thursday 9:30 – 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 Extraordinary Meeting held at Porlock Village Hall on Wednesday 12th August 2022 at 7.30p.m.

Members Present: Cllr. Allenby, Vice-Chairman
Cllr. Dennis, Cllr. Fraser, Cllr. McCoy, Cllr. Stanyon & Cllr. Ware.
Also present: Mrs. D Taylor-Pitkin (Clerk)

1. Apologies

Apologies were received from Cllrs Bloys, Ellicott, Gable, Gundrill, Rayner and Cllr. Wood due to family commitments.

Proposer: Cllr. Fraser
Seconder: Cllr. Dennis

UNANIMOUSLY APPROVED

2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations

None were noted.

3. PPC to accept the current Clerks resignation.

Proposer: Cllr. Ware
Seconder: Cllr. Stanyon

UNANIMOUSLY APPROVED

4. PPC to consider the scheme of delegation to the Staffing & HR Committee to appoint the new Clerk.

Proposer: Cllr. Dennis
Seconder: Cllr. Fraser

UNANIMOUSLY APPROVED

5. PPC to review the Job Specification and salary review provided by SALC.

Due to the changes of the role and the increase of Committee Meetings the Clerk is to confirm the salary bracket with SALC and report back to the Staffing and HR Committee. It was noted that locum Clerks are available to provide cover in the interim whilst a permanent Clerk is sourced. It was reported that the job advert will be placed on the PPC website and Facebook page and an advert will also be placed in the Somerset Free Press. It was proposed to agree in principle an advertising cost of £250.00.

Proposer: Cllr. Fraser

Seconder: Cllr. Dennis

5 Councillors APPROVED

1 Councillor ABSTAINED

6. Public Participation

None were present.

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14th September 2022 **Vice-Chairperson**

Approved at full Council Meeting on 28th
September 2022

08:02pm