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Office Hours:  
Tuesday 10:00 – 14:00  
Wednesday 10:00 – 14:00  
Thursday 10:00 – 14:00  
Friday CLOSED



Clerk to the Council

Parish Room  
Old School Centre  
West End  
PORLOCK  
Somerset TA24 8QD

## Parish Council

**Minutes of the Finance Committee meeting held at 10 am on 27<sup>th</sup> October 2022 in the Parish Office at the Old School Centre.**

**Members Present:**

Cllr. Fraser, Chairman  
Cllrs. McCoy, Ware & Wood

Also present:

Cllr. Gable  
Mrs. L. Thornton, Mr. D. McCanlis

**1. Apologies**

None.

**2. Declarations of Interest and Disclosable Pecuniary Interest Dispensations.**

None.

**3. Updates on Clerk and Casual Vacancies.**

- i. It was reported that there had been a single application from a local resident and it was appropriate to arrange to interview her as soon as practical.
- ii. SWaT, in light of there being 7 vacancies on the Council, had determined that a revised Notice of Casual Vacancy needed to be posted. Per their instructions that was done on October 24<sup>th</sup> last. The Council will be notified on November 10<sup>th</sup>, or shortly thereafter, as to whether an election will take place.

**4. Review the need for a Unity Credit Card.**

The lack of credit or debit facilities impedes the Council's management. Since Unity do not offer a Debit Card facility it was determined that an application for a Credit Card with a limit of £500 would be recommended for **approval** to the next full Council meeting.

**Proposer: Cllr. Wood**

**Seconder: Cllr. Fraser**

**UNANIMOUSLY APPROVED**

**5. Transfer the Allotment Account from NatWest to Unity Trust Bank.**

Given that the decision had been made to transfer banking arrangements to Unity Trust Bank, it was inappropriate to maintain facilities with NatWest. Accordingly, the **recommendation** was made that the Allotment Account be transferred to Unity and Cllr. Fraser will investigate the necessary steps.

**Proposer: Cllr. Wood**  
**Seconder: Cllr. Fraser**

**UNANIMOUSLY APPROVED**

**6. Review of Preliminary Payments Schedule for October 2022.**

This was reviewed with the only observation being that hourly rates should be reviewed as part of the current budgetary exercise.

Since this is a Preliminary Schedule, no recommendation for approval is necessary. The Schedule will be reviewed at the next FinCom meeting.

**7. To review the April to October 2022 accounts.**

Given that we are not far enough into the month the accounts would be of limited value. Accordingly, there were none available for review.

**8. To consider Insurance requirements and the Terms & Conditions of LNS.**

It was confirmed that insurance cover is available through the Council's insurers provided that the event was held under the auspices of the Council.

Cllr. McCoy has agreed to act as liaison with the organisers of the event. Draft Terms & Conditions for the funding of the event had previously been circulated and, subject to final review, would be sent to Lesley Thornton as coordinator.

**9. To consider joining the National Association of Councillors.**

This organisation represents the interests of councillors and, in some measure, appears to offer overlapping advice with SALC. In view of this, and given the annual fee, at this juncture, it was not considered necessary to join this organisation but the benefits of membership would be kept under review and once we had engaged a new Clerk.

Accordingly, FinCom will **not recommend** to Council membership in this organisation.

**Proposer: Cllr. Wood**  
**Seconder: Cllr. Fraser**

**10. Cost of Living Crisis.**

A paper reporting on the activities of this Working Group had previously been circulated. One aspect of the Group's output was that a fortnightly visit by West Somerset Citizens Advice could be very helpful in alerting and directing residents to sources of help. WSCA will provide their services free of charge but require suitable accommodation. Space is potentially available in the Village Hall but funds are required to cover the cost. Those costs, over a period through October next year, could amount to £250.

FinCom considers this is valuable service to the community and **recommends** that funding in this amount be allocated for this purpose.

Separately, it was reported that National Grid have Grant Funds available of £2,500,000 and qualified bodies, of which PPC is one, are able to apply for up to £10,000. Applications have to be submitted by October 31<sup>st</sup> next. In view of the time scale the five members of the Council, having previously considered the merits of seeking to take advantage of this offering, had determined that they would agree to PPC making an application to NG for funding. An application has been made and it is understood that decisions on funding will be made by November 15<sup>th</sup> next.

**11. To consider a proposal to expand the 20 mph limit in and around the Village.**

Cllr. Fraser reported that in conjunction with the new Highways Steward it may be possible to re-visit the current speed limits and their appropriateness.

A member of Highways is available to talk to the community about this but for any proposal to have any chance of success, there needs to be complete community support. To that end a consultative session needs to be organised. Cllr. Fraser will investigate further and report back.

There may be some funding available to assist in this but proposals have to be finalised by end of March 2023. Accordingly, there is some urgency in seeking to move this initiative forward.

**12. Items for report.**

i. It was reported that at long last the vehicle on Parsons Street had been removed. This has been a long-running exercise and Cllr. Fraser is to be commended for following this through to a successful conclusion.

ii. Following a review of the Salt Bins it has been determined that three new bins could usefully be located on the Moor, with two at Chetsford Bridge. Cllr. Fraser is to investigate with our new County representatives their availability.

**13. Date of Next Meeting.**

November 3<sup>rd</sup> at 10.00 am at the Parish Office.

**Meeting Closed at 10.40 am.**