

## PORLOCK PARISH COUNCIL

### Minutes of the Meeting held at Porlock Village Hall on Wednesday, 8<sup>th</sup>. December 2010 at 7.30pm

#### Members Present:

Cllr. K. Jacobs, Vice-Chairman  
Cllr. Britnell, Cllr. Edward, Cllr. Mrs. Gable  
Cllr. Mrs. Haynes (late arrival), Cllr. Latham,  
Cllr. McCoy (late arrival), Cllr. Mrs. Palmer,  
Cllr. Mrs. Rowe, Cllr. Mrs. Russell and Cllr. Sage.

Also in attendance: Mrs. C. Fitzgerald, Clerk

Before the meeting commenced members of the Recreation Ground Management Committee gave a presentation to the Council on the progress of the plans for the new storage area. The Hon. Secretary, Ian Partington, explained the background to the project and how it has evolved.

The original intention had been for a complete new build facility, but as Mr. Partington explained, this would be subject to very high specifications which would take the cost of the project beyond the financial reach of the Management Committee. As a refurbishment of the existing buildings would not be subject to these specifications the Committee had resolved on this course of action.

The existing structure had been extensively surveyed and the materials forming the basic construction had been found to be very sound. It was proposed therefore to remove the present roof and cladding and to rebuild on the existing frame. Mike Dyer, technical advisor, explained the details of the work involved and informed the Council that, with significant DIY input and help from volunteers, the cost of the work would be estimated at £8,000.

Mr. Partington had given Councillors financial details of how the Recreation Ground is funded and explained that the finances rely very heavily on grants and donations, and that over the years these have been eroded while costs have risen.

The Management Committee has now set up a Business Planning and Budget sub-committee to look into and monitor the finances, and to program in the various extensive improvements required. Apart from the storage project, urgent consideration also needs to be given to the replacement of equipment in the children's playground which will mean an outlay of several thousand pounds.

The Committee concluded the presentation with a request to the Parish Council that the funds precepted for the improvements at the Recreation Ground be released to the Management Committee in order that the storage facility re-build and renovation of the play area could begin.

The Committee members were thanked for providing this update and this was followed by the scheduled meeting of the Council.

1. **Apologies for absence** due to business commitments had been received from the Chairman, Cllr. Wright. Apologies had also been received from Cllr. Frances Nicholson (SCC/ENP) and Cllr. Jon Freeman (WSC/ENP).
2. Apologies for late arrival due to conflicting duties had been received from Cllr. McCoy and the **newly co-opted Member**, Cllr. Mrs. Haynes.

### 3. **Declarations of Interest**

**Cllr. Latham** Item 8 – Planning application 6/27/10/128 Yearnor Farm Cottage  
Declared a prejudicial interest on the grounds of friendship with the  
applicant.

Left the meeting and took no part in the discussion or vote.

**Cllr. Mrs. Gable** Item 8 – Planning application 6/27/10/129 Huish’s Workshop, Parsons  
Street

Declared a prejudicial interest on the grounds of friendship with the  
applicant.

Left the meeting and took no part in the discussion or vote.

**Cllr. Jacobs** Item 8 – Tree Preservation Order – Porlock Recreation Ground  
Declared a prejudicial interest as Chairman of the Management  
Committee.

Notification only – no discussion or vote required.

4. **The Minutes** as previously circulated of the meeting held on 10<sup>th</sup>. November were confirmed and signed as a correct record.

### 5. **Matters for Report not on the Agenda**

#### Street lights in The Drang

Cllr. Mrs. Rowe reported that light No.4 is still out and light No.6 is intermittent. Both lights have been reported previously but the Clerk will report again.

#### Planning Training

Cllr. Britnell reported briefly on the planning training event organised by Selworthy Parish Council which he felt had been quite useful.

### 6. **Public Participation**

There were no members of the public present.

### 7. **Somerset County Council and District Councillors’ Reports**

Cllr. Mrs. Palmer(WSC) had nothing to report and Cllr. Frances Nicholson (SCC/ENP) and Cllr. Jon Freeman (WSC/ENP) had both been unable to attend.

### 8. **Planning**

The following applications were considered:

**6/27/10/121**      **Retrospective application for amendments to plans approved under application 6/27/08/113. As per amended plans (now showing satellite dish)1/11/10. As per amended plans 30/11/10**  
Weighbridge House, Porlock Weir.

It was unanimously **RESOLVED** to support the application and recommend approval.

**6/27/10/128**      **Proposed change of use of agricultural land to form parking and turning area (part retrospective)**  
Yearnor Farm Cottage, Yearnor Farm, Porlock

It was unanimously **RESOLVED** to support the application and recommend approval

**6/27/10/130**      **Application under Regulation 3 of the Town & Country Planning General Regulations 1992 for the proposed installation of gabion baskets to stabilise footpath adjacent to stream**

Footpath between Hawkcombe Stream and Porlock Cemetery

It was unanimously **RESOLVED** to support the application and recommend approval.

**FLA**                      **Felling Licence:Forestry Commission Consultation,**  
**018/278/1011**          Peep Out, Hawkcombe Wood, Porlock SS87794593

Felling of Japanese Larch (4.3ha) to reduce risk of phytophthora. Replant with native broadleaves.

There were no objections – support application

**6/27/10/129**      **Proposed alterations to include; replacement roofs, changes in fenestration, additional balconies, external staircase, footbridge, changes of use of part of first floor to form an apartment, the removal of the existing garage doors and the widening of the entrance gates.**

Huish's Workshop, Parsons Street, Porlock

As this was a very extensive application it was agreed to arrange for a site visit before coming to a decision. It was **RESOLVED** that the Clerk contact the owners to arrange a time, and the Planning Committee was authorised to notify ENP of the decision

NB. Members of the Planning Committee met for a site visit on 13<sup>th</sup>. December and came to the following conclusions:-

Strongly approve proposed conversion with the caveats listed below and the recommendation that the 1 bedroomed accommodation be tied to the light industrial use of the building.

1.The balcony at the gable end (where the Huish's signage is situated) is unnecessary and spoils the industrial nature of the building. It also overlooks the adjoining property.

2.The Parish Council approves the sympathetic conversions of the industrial double doors to the first floor with reclaimed matching colour-glazed windows.

## 8.2 Tree Preservation Order – Porlock Recreation Ground – F/14/3/42

Notification received that the above TPO has now been confirmed.

At this point the Council welcomed Mrs. Nickie Haynes, the newly co-opted Councillor who arrived with Cllr. McCoy. A Declaration of Acceptance of Office was signed. Both Councillors had been required to attend an alternative meeting.

## 9. Finance

The following accounts were approved and passed for payment:-

BT, Internet service for the Parish Room	105.71
Brightside Cleaning, window cleaning at the Old School	9.00
Village Hall Committee, hire of Hall for public meeting	22.00
Mr. B. Hammett, Caretaker's wages & new padlock for shed	64.65
Cllr. McCoy, A3 folders for Cemetery records	9.98
SLCC, Annual subscription	135.00
EDF, amended bill	0.12
Konica Minolta, photocopier lease 14/11/10 - 13/2/11	326.91
Konica Minolta, photocopies 15/8/10 – 14/11/10	268.12
Mrs. C. Fitzgerald, Clerk's salary less tax	820.20
Mrs. C. Fitzgerald, postage/phone & internet	30.36
Mrs. C. Fitzgerald, re-imbursalment of cash for Youth A. Award	50.00
Opal Telecommunications, DD – Office telephone	30.77
Total:	<b>1872.82</b>

### Bank Balances at 30/11/10

Current Account	100.00
Reserve Account	62,983.27
Total:	<b>63,083.27</b>

### Allotment Trust Account

Current Account	953.07
Reserve Account	6523.62
Total:	<b>7476.69</b>

Standard Life Account **20,406.60**

9.3 The Minutes of the Finance Committee meeting held on 24<sup>th</sup>. November were approved and signed as a correct record.

#### 9.4 Finance Committee Recommendations

Cllr. Sage reported that following a notification from WSC of a reduction in election costs, changes had been made to the Committee's budget recommendations as minuted. Each Councillor was given a copy of the revised budget and Cllr. Sage gave an explanation of the changes.

Grants: The Committee had considered it would be prudent to reduce the amount of grant given to outside bodies to £8,000, a reduction of £2,050. The reduction in election costs had indicated that this might not now be necessary and it was **RESOLVED** to revert to the existing grant expenditure of £10,050.

Allotment Trust Accounts: Cllr. Sage explained that for accounting reasons the dividend from the Treasury Stock should be shown in the precept. A figure of £1,621, being the two thirds of the annual dividend allocated for community grants, had now been included. The remaining one third (£811) will be re-invested in Standard Life as usual.

C.L.O.W.N.S : A grant of £150 from the Allotment Trust was approved.

9.5 It was **RESOLVED** that all other recommendations made by the Committee be adopted.

### **10. Matters Arising**

#### 10.1 Debris in the Hawkcombe Stream

Cllr. Edward referred to the report on the EA site visit to the Hawkcombe stream. Various areas of concern had been discussed but the EA had confirmed that responsibility for maintaining the banks and vegetation beside the stream lay with the riparian owners and not the EA. It was felt that riparian owners should be more aware of their responsibilities and following discussion it was agreed that this could possibly be done by the Flood Wardens operating under the Emergency Plan when making the initial visits to the properties in their Zones. The date for the next meeting of the Emergency Planning sub-committee was set for Wednesday, 26<sup>th</sup>. January at 10am.

Confirmation had recently been received from the EA that the Operation Delivery Team had carried out inspection and maintenance of the stream during the past two weeks.

#### 10.2 Porlock Weir – Pathfinder Project

Cllr. Jacobs reported that he had attended the final consultation meeting of the Pathfinder Project and had been impressed by the action plan drawn up for the residents. It is now up to the residents to carry out this action plan and it was felt that this could best be achieved by inclusion of the Weir in the Porlock Emergency Plan discussions. Cllr. Jacobs offered to be liaison Councillor for Porlock Weir for a short while to ensure continuity.

### 10.3 Land Title Registration

The Clerk reported that this is on-going but that progress is slow as there are several aspects to some of the titles which need research. Cllr. McCoy confirmed that he has contacted County Archives who can undertake specific research for a fee, if this is required. Cllr. McCoy was authorised to spend up to £100 for research on the 1912 Ordnance Survey map to establish the boundary of the Council owned land in Hawkcombe.

### 10.4 “Children Playing” Highway Sign in High Bank

Cllr. McCoy asked whether a warning sign could be put on the land which the Council is buying in High Bank. It was felt that there might be a liability implication attaching to the Council if there were to be an accident and Cllr. Mrs. Palmer offered to check this point with WSC.

## 11. Water Main Replacement – Public Meeting

All were in agreement that the meeting had been very positive and that the revised information received from Wessex Water as to the limited number of days that the road was now likely to be closed had greatly reduced the impact on the village.

## 12. Correspondence

### ENP – Consultation by Defra on the Governance Arrangements for National Park Authorities

A letter was received drawing attention to a consultation initiated by Defra. The government wishes National Parks to remain as independent authorities and also to continue to be the local planning authority for their area. The purpose of the Review is to:-

- Look for ways in which the governance of NPA's can be more effective
- Look for ways in which NPA's can be more responsive to the concerns of their local communities (whilst still operating within the existing statutory purposes and the Spending Review 2010 budgets.)
- Consider the extent to which different arrangements are appropriate for different NPA's/

Responses to the Review are required by 1<sup>st</sup>. February. Cllr. Britnell apologised for the fact that he had been unable to attend the Parish & Consultative Forum meeting at which this had been discussed due to the very bad weather and road conditions.

### Temporary Closure of Central Car Park Toilets

Notification had been received that as a cost saving exercise these public toilets will be closed from 13<sup>th</sup>. December 2010 to 20<sup>th</sup>. March 2011.

## 13. Reports from Outside Bodies

### Village Hall

Nothing to report. Cllr. Haynes confirmed that she is willing to replace Cllr. Roake as the Parish Council representative on this Committee.

### Recreation Ground

Nothing further to report.

### Doverly Manor

Nothing to report.

### School Governors

Cllr. Mrs. Rowe reported that there will shortly be a site meeting for the new build and it is expected that the front entrance path will be re-opened on 22<sup>nd</sup>. December. Work is 5 weeks behind schedule but it is hoped that it will be completed by 5<sup>th</sup>. February.

### Highways

Cllr. Edward reported that two bridges in Hawkcombe, including the bridge at the top of the horseshoe, have been very slippery in the recent cold weather and will need a supply of salt to be kept nearby.

## **14. Items for Report**

### Cemetery Records

The Clerk reported that thanks were due to Mrs. McCoy who had spent six months in collating the burial records and very worn cemetery plans into a comprehensive plan for the whole cemetery. The Council requested that the Clerk convey their thanks to Mrs. McCoy.

There being no other business the Meeting closed at 9.29pm