

## PORLOCK PARISH COUNCIL

### Minutes of the Meeting held at Porlock Village Hall on Wednesday, 7<sup>th</sup>. November 2011 at 7.30pm

#### Members Present:

Cllr. A. Wright, Chairman  
Cllr. K. Jacobs, Vice-Chairman  
Cllr. Britnell, Cllr. Edward, Cllr. Mrs. Gable, Cllr. Mrs.  
Haynes, Cllr. Latham, Cllr. McCoy, Cllr. Mrs. Palmer,  
Cllr. Mrs. Rowe, and Cllr. Sage  
Also in attendance: Cllr. Frances Nicholson (SCC/ENP)  
Cllr. Jon Freeman (WSC/ENP)  
Cllr. Karen Mills (WSC)  
Mrs. C. Fitzgerald, Clerk

1. Apologies for absence had been received from Cllr. Mrs. Russell (holiday).

#### 2. Declarations of Interest

**Cllr. Latham** – Item 7 – Planning: 6/27/11/130 Sparkhayes Camp Site

Declared a personal and prejudicial interest on the grounds of living in close proximity to the site and left the meeting during the discussion and vote.

**Cllr. Wright** – Item 7 – Planning. As a Member of the ENPA Planning Committee the Chairman wished to record that he would take no part in the discussion or vote on any planning application before the Council, in order not to prejudice any decisions he might make as part of the ENPA Planning Committee.

3. The Minutes as previously circulated of the meeting held on 12<sup>th</sup>. October were confirmed and signed as a correct record subject to the following amendment:-

Item 2 – Declarations of Interest – the names of Cllr. Sage and Cllr. Mrs. Rowe were added as having declared an interest as members of the Recreation Ground Committee under Item 8 – Grants.

#### 4. Matters for Report not on the Agenda

##### Youth Achievement Award

The Clerk was asked to obtain a definite time from Mrs. Pinnington for the presentation of the Award, and to notify Members of the Council by e-mail.

##### Street Lights

Cllr. Latham reported that the lights outside Bramdown House and Whortleberry Tea Rooms are both out.

## Dark Skies Status

Cllr. Britnell had noted with disappointment that media reports were referring only to Exmoor as being in Devon.

## Refuse Collections

The new SORT IT plus collection arrangements have fallen down in some areas of the village and Cllr. Karen Mills (WSC) had spent some time investigating the reasons for this and taking up the issues with the Somerset Waste Partnership. She reported to the Council on the various problems and will continue to liaise with the Waste Partnership to ensure that these are overcome.

## **5. Public Participation**

There were no members of the public present.

## **6. Somerset County Council and District Councillors' Reports**

**Cllr. Frances Nicholson (SCC/ENP)** confirmed that the result of the Judicial Review on the closure of some Libraries has been put back for approximately 10 days.

Cllr. Nicholson confirmed that she has heard nothing about the progress on the part night street lighting scheme and will look into this and report back.

There is still concern at the rising number of children in care and the pressure this is putting on the County Council budgets. Cllr. Nicholson confirmed in answer to a question that the County undertakes considerable work on adoption, but there are often delays caused by Court proceedings - a problem which the Council is trying to address.

The Exmoor Coast Federation of schools is seen as a good example of schools supporting each other and is providing a good model for the rest of the County.

**Cllr. Karen Mills (WSC)** reported on the Devolution & Delegation agenda item for the meeting of the Full Council on Tuesday, 15<sup>th</sup>. November. Approval is being sought for several recommendations under this item, including a phased approach for the take-over of public conveniences by Parish Councils by 2015. There was considerable discussion on the matter of devolved services and the Parish Council was in agreement that WSC were not entering into the spirit of true consultation, and were therefore guilty of treating parishes with disrespect. This was not considered to be acceptable. It was agreed that the Chairman and other supporting Councillors should attend the WSC meeting on the 15<sup>th</sup>. to put forward the Parishes point of view. The suggestion that the Chairman should draft a press release was also approved.

**Cllr. Jon Freeman (WSC/ENP)** spoke on the remit of the ENP Partnership Fund, and explained that there were considerable sums available for projects which furthered the purposes of the National Park in either Conservation/Education//Access/Enjoyment/ or Social and Economic Well Being of the community. It was felt that several projects could fall within one or other of these categories and Cllr. Freeman suggested that the Council approach ENP to discuss the suitability of these.

## **7. Planning**

In view of the Chairman's Declaration of Interest he vacated the Chair for this Item. The Chair was taken by the Vice-Chairman, Cllr. Jacobs.

The following applications were considered:

**6/27/11/130**      **Proposed dwelling and site office**  
Sparkhayes Camp Site

It was agreed that the position and design of the dwelling was greatly improved and it was unanimously **RESOLVED** to support the application and recommend approval.

**6/27/11/127**      **Proposed extension to form garage and workshop**  
Doverhay Knap, Doverhay, Porlock

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

**6/27/11/129**      **Renewal of planning permission 6/27/08/122 (extension to dwelling)**  
5 Huish Row, Hawkcombe, Porlock

It was unanimously **RESOLVED** on a proposal from Cllr. Edward seconded by Cllr. Mrs. Gable to support the application and recommend approval.

Planning consent has been granted for the following applications:-

6/27/11/121LB      Listed Building consent for the proposed replacement of 3 no. windows (retrospective). (Listed Building) The Gables, Doverhay

6/27/11/123      Proposed 2 storey extension, No 4 Sunnyside, Hawkcombe

6/27/11/124      Proposed 2 storey extension. Re-submission of withdrawn application 6/27/11/111 (Householder)  
The Old Barn, Englands Road, Porlock

#### Planning Enforcement Updates

Updates on enforcement issues had been received on the following:-

Unauthorised tracks on the Blathwayt Estate – a planning application is expected Glen Halse, Redway. The entry will be closed once the work is complete.  
Holmdale Abattoir. A planning contravention notice has been issued in respect of a residential caravan.

#### Open Market Housing – Land off Villes Lane

A letter had been received from Summerfield Homes which updated the Council on the progress of the open market housing development on land adjacent to the new access road. The start of

building had been delayed by the late start to the road itself, but the company envisaged a site start for house building of January 2012, or earlier if the road were to be completed ahead of schedule.

## **8. Finance**

The following accounts were approved and passed for payment:-

|  |                |
|--|----------------|
| ENP, planning application fee for High Bank(to replace cheque approved in July 2011 for £162.50 which was cancelled) | 167.50         |
| Mr. A. Binding, grass cutting contract   | 870.00         |
| Konica Minolta, photocopier lease 14/11/11 – 13/2/12 *   | 333.86         |
| EDF Energy, unmetered supply to Village Hall Car Park  | 53.22          |
| EDF Energy, electricity bill for Parish Room/Visitor Centre *  | 66.58          |
| Brightside Cleaning, windows at Old School   | 9.00           |
| Mr. B. Hammett, Caretaker's wages  | 60.66          |
| Mrs. C. Fitzgerald, Clerk's salary less tax  | 858.05         |
| Mrs. C. Fitzgerald, expenses, postage/telephone & internet   | 41.29          |
| Porlock Tourist Assoc. – 2 <sup>nd</sup> half of annual grant, Visitor Centre  | 2,000.00       |
| Recreation Ground Committee “ “ “  | 1,500.00       |
| Doverly Manor Committee “ “ “  | 750.00         |
| Village Hall Committee “ “ “   | 500.00         |
| Porlock Tourist Assoc. “ “ “ Lovelace Centre   | 250.00         |
| HMRC, Tax & NIC due  | 227.40         |
| TalkTalk Business, Telephone bill for Parish Room (Direct Debit)   | 28.81          |
| Total:   | <b>7716.37</b> |

\*Items subject to a refund: £278.22 and £66.48 respectively.

### **Bank Balances**

At 31<sup>st</sup>. October 2011

|                 |                  |
|-----------------|------------------|
| Current Account | 307.00           |
| Reserve Account | 68,627.02        |
| Total:          | <b>68,934.00</b> |

### **Allotment Trust Account**

|                 |                 |
|-----------------|-----------------|
| Current Account | 1,203.33        |
| Reserve Account | 7,747.44        |
| Total:          | <b>8,950.77</b> |

Standard Life Account **21,505.33**

## **8.2 Grants to Outside Bodies – Application Procedure**

A suggested layout for a standard grant application had been drafted and was approved by the Council. Cllr. Latham confirmed that he and the Clerk will now discuss this with the relevant bodies and ensure that grant applications are received before the Precept is set.

### 8.3 Finance Committee Meeting

A meeting to set the Precept for next year was arranged for Monday, 9<sup>th</sup>. January at 7pm in the Parish Room.

## 9. **Matters Arising**

### 9.1 Rose Gate in Churchyard – Fund Raising Scheme

Cllr. Mrs. Gable updated the Council on the progress of the printing costs to produce the Rose Gate cards. A run of 1000 cards would cost £485 and Cllr. Mrs. Gable asked if it would be possible for the Parish Council to pay £250 in the form of a loan towards the initial printing costs. The Council agreed to this in principle provided they have the powers to do this – the Clerk will make enquiries of SALC. Cllr. Jon Freeman (WSC/ENP) also felt that this would be a very suitable project for a grant from the ENP Partnership Fund and enquiries will be made.

### 9.2 Undergrounding of Cables on the Marsh

A plan showing the revised site of the switching station had been received from Western Power. Subject to approval from WSC it is hoped that the work will go ahead next Spring.

## 10. **Land at High Bank – Residents only Car Park**

Cllr. Jacobs reported that ENP had required to know ground levels as part of the planning application and it had therefore been necessary to engage a surveyor to carry out the required work. Although this will incur a further cost, it will be offset by the revised estimate from CJ Lynch which will now include the fencing and which will be cheaper than the original quotes. The final quote from CJ Lynch is for £13,113.50 + VAT.

Western Power had also provided a map showing the position of the electricity cable at the rear of the site, and a copy of this has been given to CJ Lynch so that they are aware of this.

## 11. **Devolution & Delegation**

The Chairman reported briefly on the recent meeting with Chairman of other parishes. Very little could be discussed as WSC will not be releasing any information until after the meeting of the Full Council on 15<sup>th</sup>. November. There was considerable dissatisfaction throughout the parishes on WSC's handling of the consultation.

## 12. **Wessex Water – Ownership of Land at Hawkcombe and Water Booster Station at the Village Hall**

A letter had been received from Wessex Water confirming that the area of land in Hawkcombe which the Parish Council had always understood to be in its ownership is actually held by Wessex Water on a long lease from the Church. Wessex Water has agreed that they will inform Natural England of the change in contact details in respect of the North Exmoor SSSI of which this land is part.

Confirmation was also given that the booster station on the Village Hall Car Park is no longer operational and can be removed, although the status of the pipes that lead to it will need to be identified to ensure that it is suitably isolated from the network.

This information will be passed to Thorne Segar as part of the details required for Land Registry.

### **13. Twinning Sign – Redway**

A resident of Redway had requested that the wooden Twinning sign on Redway either be renovated or removed. A recent photograph showed that the sign is looking very dilapidated, but it was agreed that as it was the property of the Twinning Committee a decision would need to be taken by that Committee. The Clerk will notify Cllr. Mrs. Russell.

### **14. Coastal Communities Fund**

Notification of the Fund, which is due to be launched next April, had been received from ENP. Mrs. Denise Sage, Manager of the Visitor Centre, had confirmed that she is already having discussions with local groups and landowners as to how the Fund could help Porlock. There is considerable support for the conversion of Decoy Barn into a bird hide on the Marsh, but discussions still have to be undertaken with other organisations such as Natural England before a formalised proposal can be submitted.

### **15. SCC – Draft Countywide Parking Strategy**

A copy of the consultation document had been received and forwarded to each Councillor. In view of the amount of detail the document contained, it was agreed that Councillors should read it before the next meeting to decide whether a response from the Council to the consultation was required. Agenda for next meeting.

### **16. Resignation of Cllr. Keith Jacobs**

It was with regret that the Council were informed by the Vice-Chairman, Cllr. Keith Jacobs, that he would be resigning with effect from the close of the meeting due to his removal from the area. The Chairman paid tribute to Cllr. Jacobs' dedication, and spoke on behalf of the entire Council when he told Cllr. Jacobs how much his work had been valued and how very much he will be missed.

### **17. Correspondence**

#### **Fish & Chip Takeaway Van – Old School Car Park**

A request had been received from the owner of the van for an electricity socket to be installed on the outside of the building - this would enable him to operate without the need for a generator and would reduce noise to nearby houses. It was agreed that subject to the Visitor Centre agreeing that the plug could be connected to their supply, there were no objections. Cllr. Edward agreed to liaise with the Centre.

#### WSC – Public Conveniences – Proposed Temporary Winter Closure

Notification received of a revised date for the temporary closure – the date will now be at the beginning of December.

#### Exmoor Consultative & Parish Forum/Exmoor Association of Parish Councils

The Chairman reported briefly on the Exmoor Association meeting which will now be suspended due to lack of support for meetings and difficulties with staffing arrangements.

#### SCC – Replacement of Defective Paving with Tarmac

Notification received that as a cost saving exercise County Highways will now be replacing broken paving slabs and paviour blocks with tarmac. There is a minimal amount of funding which could be used towards changing this policy for historic conservation and heritage areas of the County, but the County Council would expect that local councils would pay towards this cost.

#### The Queen’s Diamond Jubilee Celebrations

Confirmation received from SALC that Parish Councils have powers under the LG Act 1972 s145 to organise or support the provision of entertainment. There is no limit to the amount under this section. Activities would need to be checked out with insurance companies to ensure that liability cover was in place.

#### SALC – West Area Meeting – December 8<sup>th</sup>

The Agenda and minutes had been received. No members were free to attend and the Clerk will send apologies.

#### SCC – Highways – 20kg bags of De-icer

Confirmation had been received that the 10 bag allocation to parishes is ready for collection, and it was confirmed that this has already been done.

#### EA – Comments sought on the Environmental Permit Application for Hinkley Point C

Details of consultation received. No comments.

### **18. Reports from Outside Bodies**

#### Village Hall

Cllr. Mrs. Haynes confirmed that there has been no meeting.

#### Recreation Ground

Cllr. Mrs. Gable reported that owing to the departure of Keith Jacobs there had been an election for a replacement Chairman and Vice-Chairman for the Committee. Cllr. Jacobs had been

thanked by the Committee for the extremely valuable work he had done in restructuring the way in which the Management Committee operated.

Cllr. Karen Mills (WSC) suggested that she put the Committee in touch with Jan Ross to discuss possible funding streams for play equipment.

### Doverly Manor

There has been no meeting.

### School Governors

Cllr. Mrs. Rowe reported that the School had welcomed a visit from the Archdeacon as a follow up on the new Nursery.

The number of pupils in the main school is critical at 61 – this figure means that the school is on the cusp of losing funding, but the nursery numbers are holding up well.

### Highways

Cllr. Edward reported that the access road is progressing well. There is some concern locally as to the disruption which may occur when the Villes Lane junction is required to close. He agreed to check with Highways on the policy to be adopted at this stage i.e. will there be traffic lights etc.

### Porlock Weir

Cllr. Jacobs reported that at the last meeting of the Porlock Weir traders it had been decided not to go ahead with their Late Night Shopping event. It costs each trader £250 to stage this event and due to the present economic climate none of the businesses felt they could support the event this year. An invitation had been extended from the Porlock Tourist Association for the traders to join the Porlock Late Night Shopping event.

### Exmoor Panel

Cllr. Mrs. Palmer reported that WSC can no longer provide a member of staff to take notes and a volunteer is being sought. The next meeting will be on 19<sup>th</sup>. January 2012.

## **19. Items for Report**

### Solar Panels on roof of Old School

Cllr. Britnell reported that the panels on the Old School had generated a total of 1950 Kilo Watts since February – this is well ahead of target. Cllr. Britnell had placed an explanation next to the new display panel to help members of the public relate to the savings this makes to carbon emissions.

### Olympic Torch

It was confirmed that this will be coming through Porlock.

### Salt Spreader

Cllr. McCoy asked if the matter of whether the Council should purchase a spreader for use in the event of icy weather could be fully discussed. Agreed to agenda for the next meeting.

There being no other business the Meeting closed at 10.02pm

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**Chairman**