

PORLOCK PARISH COUNCIL

Parish Room, Old School Centre, Porlock Somerset. TA24 8NP

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Notice of the Environment & Amenities Committee Meeting of Porlock Parish Council

To Councillors; D Heath, S Colson and D McCanlis

**You are hereby summoned to attend the Environment & Amenities Committee meeting at 11:00am on
Thursday 15th January 2026, at the Old School Centre, Porlock**

Dated: Friday 9th January 2026

A Health and Safety announcement will be made at the start of the meeting.

This meeting will be recorded in accordance with NALC's Guidance on Recording of Parish Meetings.

AGENDA

- 1) **Receive apologies for absence** (LGA 1972 s85 (1))
- 2) **Resolve the position of Vice Chair for the committee**
- 3) **Receive and resolve non council member committee applications**
- 4) **Receive signed declarations of acceptance of office and undertakings to abide by the code of conduct for elected non council members**
- 5) **Receive the committee's terms of reference**
- 6) **Resolve any declarations of interest and dispensations granted**
Members to declare any interests they may have in agenda items and consideration of any prior requests from member for dispensations (NB this does not preclude any later declarations) (Localism Act 2011 s33)
- 7) **Resolve items to be dealt with after the public, including press, have been excluded** (Public Bodies (Admission to Meetings) Act 1960 s1(2))
- 8) **Receive any Environment & Amenities related updates on the action log report**
- 9) **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 Chair) to participate. (LGA 1972 s 12 paras 10(2) (b))
- 10) **Receive the latest grounds maintenance programme work list and resolve next steps**
- 11) **Discuss the development of a manual weeding plan for the Parish and resolve next steps**
- 12) **Resolve how to best manage council's garden beds and floral displays and next steps**
- 13) **Receive an update on the Old School Centre Jubilee garden project reinstatement works**
- 14) **Receive an update on the Old School Centre Community Orchard pond project, discuss and resolve next steps**
- 15) **Review progress on the biodiversity plan, discuss and resolve next steps**

16) Receive an update on asset assessments, discuss and resolve next steps

- a) Hawkcombe Cemetery
- b) Old School Centre (Inc Library)
- c) Doverhay Toilets
- d) Street Furniture
- e) Floral Displays Units

17) Note outstanding/deferred items:

- a) **Resolve the priority order for the water refill units** – to be discussed once the locations review from Wessex Water has been received.
- b) **Resolve the removal or repair and refurbishment or replacement of the community noticeboard at the Central Garage forecourt** – to be discussed once the churchyard railing noticeboards review has been carried out.

18) To receive any other business - For information only



Johnathan Jones
Clerk and Responsible Financial Officer to Porlock Parish Council