

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 (Chair), S McCanlis and D McCanlis

**You are hereby summoned to attend the Environment & Amenities Committee meeting at 9:30am on
Wednesday 25th March 2026, at the Old School Centre, Porlock**

Dated: Friday 20th March 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 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)
- 3) **Resolve items to be dealt with after the public, including press, have been excluded** (Public Bodies (Admission to Meetings) Act 1960 s1(2))
- 4) **Resolve the minutes of the Environment & Amenities committee meeting held on the 15th January 2026**
LGA 1972 s12 para 41(1))
- 5) **Receive any Environment & Amenities related updates on the action log report**
- 6) **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))
- 7) **Resolve the manual weeding plan for the Parish and recommendation to council on:**
 - a) the schedule/schematic
 - b) the budget required
 - c) resourcing and next steps
- 8) **Resolve the maintenance for the recently reinstated Jubilee Garden:**
 - a) the schedule/schematic
 - b) allocated hours and approve spend (Budget 206/4121)
 - c) resourcing and next steps
- 9) **Receive a report on how Dunster manages its green spaces and resolve recommendations to council on :**
 - a) what areas should be included in Porlock's green spaces
 - b) how these areas will be managed
 - c) associated costs (Budget 206/4121)
 - d) resourcing and next steps

- 10) Resolve approach to managing council's floral displays (tubs/barrels/pots)**
 - a) how to these will be managed**
 - b) associated costs (Budget 206/4118)**
 - c) resourcing and next steps**
- 11) Resolve to the exchange of the four ceramic pots outside the Old School Centre with four donated half wooden barrels and:**
 - a) the contents of the pots be planted in the perimeter of old school community orchard**
 - b) the new tubs are co maintained by St Dubricius first school as part of their Passion for Porlock programme**
- 12) Receive an update on the Old School Centre Community Orchard pond project actions and resolve next steps including:**
 - a) the Annual Parish meeting content, production and committee lead(s)**
- 13) Resolve and recommend to council how to improve litter management in the village and what devolution opportunities council should seek from Somerset Council**
- 14) Resolve the placement of a litter bin at the top of Villes Lane steps and recommendation to council to:**
 - a) approve the additional spend of £338.00 per year (exc VAT) with idverde for a weekly collection (EMR)**
 - b) relocate one of the litter bins from the Old School Centre**
 - c) approve a budget of up to £300 for risk assessment and installation costs**
- 15) Resolve the addition of a seasonal weekend litter collection including locations and recommendation to council to:**
 - a) approve the additional spend of £1,660 per year (exc VAT) with idverde for a 26 week seasonal collection on Saturdays through no later than the 2nd May 2026 (EMR)**
 - b) the locations to be included**
 - i) Central Car Park (2)**
 - ii) Doverhay Car Park (2)**
 - iii) Villes Lane (1) subject to resolution of previous item**
 - iv) St Dubs Church (1)**
 - v) Methodist Church (1)**
- 16) Resolve the schematic for the replacement of noticeboards at the Old School Centre, recommendation to and next steps**
- 17) Resolve the changes (including words) to directional information the fingerpost sign outside the methodist church**
- 18) Resolve next steps for the outstanding maintenance works at St Dubricius and recommendations to council for works to the:**
 - a) Footpath at the rear of the church**
 - b) Masonry wall to the south**
 - c) Coping to the west of the gate piers to the north path**
 - d) Masonry maintenance to the cross in the churchyard**
- 19) Discuss progress against council's biodiversity plan and resolve any next steps**
- 20) Receive an update on asset assessments, discuss and resolve next steps**
 - a) Old School Centre (External)**
 - b) Street Furniture**
 - c) Floral Displays Units**
- 21) Receive an update on the Wessex Waters location review for the water refill units and resolve next steps**

22) Resolve to recommend to council the Old School Centre community Orchard and Jubilee Garden accept to feature in this years Open Gardens running the 30th-31st May 2026

23) Resolve to enter closed session to discuss item 23

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and the council's Standing Order 3 d), the press and public will be excluded from the meeting during the discussion of item 23 on this agenda.

24) Review and resolve received tree survey quotes and recommendations to council

25) 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.

26) To receive any other business - For information only



Johnathan Jones
Clerk and Responsible Financial Officer to Porlock Parish Council