STREET PARISH COUNCIL

Meeting of the Council held on 17th January, 2017 at 7.30 p.m.

PRESENT: Councillor T. Rice (Chairman of Council)

Councillors: V.A. Appleby, C.E. Axten,

P. Goater, L. Hughes, A. Leafe, T.W.E.,

Napper, N. Swift, J. Wooldridge and L. Zaky

IN ATTENDANCE: Mrs. L.A. Ruff - Parish Clerk

PCSO E. Cave

APOLOGIES: Councillors: S.J. Dowden – family illness,

T.L. Emery - another engagement – reasons

accepted

180. MINUTES

The minutes of the meeting held on 13th December, 2016 which had

been circulated were approved as a correct record and

signed by the Chairman.

181. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Hughes, Napper and Rice declared an other interest under Appendix B in any matters relating to the District Council and stated that they would keep an open mind when considering issues at either District or Parish level.

Councillor Napper declared an other interest under Appendix B in any

matters relating to the County Council or Glastonbury Town Council

and that he would keep an open mind when considering issues at

either level. Councillor Napper declared an other interest under

Appendix B in the lease for the first floor of the Parish Rooms as he

was a county councillor and a governor of the pupil referral unit in

Glastonbury. He left the meeting when this item was considered from

8.35 p.m. to 8.40 p.m.

182. COMMUNITY POLICE OFFICER

PCSO Cave reported on minor damage to the table in the youth shelter

at Merriman Park and the Council was already aware of this. A few

residents came out to complain about the siting of the shelter when the

Police patrolled the Park but they were not getting many calls now

about anti social behaviour. She was asked to tell residents that the

path was soon to be extended with lights along it to that end of the

Park and therefore it was hoped that vandalism etc. would reduce.

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Mrs. Cullen who lived by the YMCA building had informed Councillor

Appleby that her relations with respect to the building and it’s

occupants were very good and there had only been one serious issue

which had soon been resolved.

183. PLANNING COMMITTEE

The Clerk submitted the minutes of the meetings of the Committee held

on 13th December, 2016 and 3rd January, 2017 which had been

circulated. Discussion took place on how to make being a member of

the Planning Committee which met twice a month, less onerous.

RESOLVED

that the reports be noted and the Clerk to report at the next meeting

on how other councils considered applications with a view to having

one meeting a month before the Council meeting, more training on

planning, District planning officers explaining to objectors why a

certain route was being taken and with Councillor Axten coming off of

the Committee and Councillor Swift coming on and deputies to attend

meetings on a rota basis.

184. PLAY AREAS WORKING GROUP

The notes of the meeting held on 10th January, 2017 had been

circulated.

RESOLVED

that the report be agreed.

185. WAR MEMORIALS WORKING GROUP

The Clerk submitted the notes of the meeting held on 10th January

2017 which had been circulated. She reported that the United

Reformed Church and the Shandrach Trust had agreed to the

plaque being on the rear wall of the garden but felt that it should

have some kind of main support on the ground and Phoenix Marble

and Granite Ltd. would be reporting back on this. This would be a

good control of the risk of the plaque being too heavy for the wall.

RESOLVED

A. that the recommendations made be agreed apart from in C the

words to be sand blasted rather than hand blasted and B and the

wording for the top of the plaque be considered at the next Group

meeting – members to email any suggested wording to Councillor

Swift

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B. that the Remembrance wreaths be cleared from the war memorial

in Merriman Park and the gate be locked.

186. CHRISTMAS WORKING GROUP

The Clerk submitted notes of a meeting held on 10th January, 2017

which had been circulated.

RESOLVED

A. that the report be agreed and an item be placed on the agenda

for the next meeting of the Policy and Finance Committee to discuss

the relationship between the Council and the Chamber of Trade

including arrangements for Christmas

B. that the Assistant Clerk be asked to collect comments on

Facebook on whether to have the Christmas Cracker on the Thursday

or Saturday and put on an update and, ask the stall holders from the

event which day they preferred.

187. HIGHWAYS WORKING GROUP

Notes of the meeting on 10th January 2017 which had been circulated

were considered.

RESOLVED

A. that the report and the recommendations made be agreed apart

from note 7 on bus shelters

B. that with reference to the notes of public question time held prior

to the meeting, serious consideration be given to the proposals from

Chris Hughes regarding bus routes and shelters and Councillor

Hughes to arrange to meet him to discuss these further

C. that at their next meeting the Group should consider guidelines

on advertising boards and other street furniture as Rendevous had

also put pot plants on the pavement

D. that Councillor Appleby should speak to the Methodist Minister

regarding possible use of the car park in Leigh Road owned by John

Clark.

188. CORRESPONDENCE/MINOR ISSUES

The Clerk submitted a report which had been circulated.

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1. Street Trading Policy

RESOLVED

that the report be received.

2. Art for Lantokay

Councillor Swift reported that Muriel Mudie had been asked by the

Street Society to provide old photos of Street for displays in the

Lantokay as well as the archive office. A local artist had also contacted

the company dealing with this matter.

RESOLVED

that the report be received.

3. Somerset School Admission Arrangements 2018/19

RESOLVED

that the report be noted.

189. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

AND REPRESENTATIVES ON OUTSIDE BODIES

Councillor Napper reported that Glastonbury Town Council had agreed

to hold Tor Fair in St. Dunstans Car Park by the Town Hall on the

second Monday in September. It was not yet known if the road would

be closed for the first day only.

190. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all account at 31st December 2016

had been prepared successfully and sent to all members with the

monthly income and expenditure by account report.

RESOLVED

that the report and schedule of payments as circulated be approved

and initialled by the Chairman and the income and expenditure by

account report at 31st December, 2016 be noted and the schedule of

payments for January be attached as Annex A to the minutes in the

Minute Book in order to publish payments of £500 or more.

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191. CHAIRMAN’S REPORT

The Chairman reported that the Victoria Club was giving free rooms

to the NHS to start the Mens Shed as there had been issues with

sharing the shed at the Club. He would be meeting with Millfield to

get written confirmation that Park Run could be operated there. Martin

Hooper had volunteered to be a core organiser but at least 2 more

organisers were being sought. Councillor Appleby and Vera Allen

volunteered to be organisers on some Saturdays. The Chairman was

also running the Bath Half Marathon to raise funds for We Hear You.

192. MATTERS FOR REPORT

The Clerk had nothing to report. Councillor Axten reported that this

week the Country Market would be moving to the United Reformed

Church and had thanked the Council for it’s support. On Thursday

morning members would be handing out leaflets outside of the Parish

Rooms to encourage people to go to the new location.

It was agreed to ratify at the next meeting that Councillor Swift be

appointed as the media contact in liaison with the Chairman and the

Clerk. It was also agreed to circulate the dates to meet the new

Editor of the local newspaper to all members.

The Chairman reminded members to be very careful in the comments

that they made on social media in view of the fact that they were

parish councillors.

193. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

that in accordance with the Public Bodies (Admission to Meetings)

Act 1960 amended by the Openness of Local Government Bodies

Regulations 2014, the press and public be excluded from the meeting

for the following items as they involved confidential information on

legal negotiations.

194. LEASE FOR FIRST FLOOR OF PARISH ROOMS

The Clerk gave a confidential verbal report.

RESOLVED

that the Clerk in consultation with the Chairman and Vice-Chairman be

given delegated authority to ensure that the proposal made previously

had been clearly communicated to the County Council in liaison with

the Council’s solicitors.

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195. NEW SCOUT HUT

The Clerk made a confidential verbal report on developments with

regard to the proposed new scout hut following a site meeting on

12th January 2017.

RESOLVED

that the Clerk be asked to obtain planning information on the new

building and the report be noted.

196. STAFF SAFETY

The Clerk made a confidential verbal report on a recent minor

incident at the Parish Rooms. Risk management measures to

increase staff safety especially when working alone were considered.

RESOLVED

to see if the automatic door could be set to close more quickly, with

disabled visitors being assisted as necessary and other forms of

protection be considered.

The meeting ended at 8.55 p.m.

Chairman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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ANNEX A

Subject: Accounts for Payment

NOTE – Chairman’s allowance – expenses for 14th December 2016 to 17th January, 2017 totalled £ - see below. Internal auditor, P. Male of Probusiness Ltd. felt this was a better system whereby the Council could approve expenses each month prior to reimbursement.

The latest bank reconciliations for all accounts at 31st December, 2016 have been prepared successfully and sent to all members with the monthly income and expenditure by account report. Each reconciliation and original bank statement has been signed by Councillor Appleby as part of the monthly check of accounts.

From 1st December, 2014 a schedule of individual nos. for direct debit payments was introduced so that they could be traced more easily as with payments by cheque. The first no. used was DD141501 and from 1st April 2016 numbers will start DD161701.

£125 received from Cats Protection for use of the JW Room on 14th and 20th October, 2016. £224 received from We Hear You for use of the small room during January.

The Council is asked to approve payment of the following -

Clerk’s net salary As agreed

Assistant Clerk’s net salary As agreed

Petty cash float to bring back up to £50 for January £ 40.08 transfer

Pension contributions - January SCC Pension Fund As agreed

+ pension deficit recharge 2016/17 – not April or May 16 As agreed

PO Ltd. PAYE and NI contributions – January As agreed

L. Ruff and J. Marshfield

Probusiness Ltd. – payroll January Month 10 £ 24.17 + VAT

DD1617

Mendip District Council – rates grd flr Parish R – £ Nil

1st January

Idverde Ltd. – maintenance Merriman Park for November £ 769.75+VAT

E.R. Garrett Ltd. – clean ground floor Parish Rooms Dec £ 114.85 +VAT

Cognique – website support January £ 49.00+VAT

Southwest Digital Systems Ltd. – copying December £ 28.41+VAT

PC Comms Ltd. – 2 MS Office 365 Business Premium £ 59.00+VAT

emails and 12 Business Essentials emails December

and remote support 16th December £ 32.00+VAT

Idverde Ltd. – maintenance of Merriman Park Nov Dec £1,539.50+VAT

Getmapping Plc – ParishOnline mapping system annual fee £ 168.00+VAT

Information Commissioner – renewal fee for data protection £ 35.00

registration

7 System Computers Ltd. – supply and fit Asus router to £ 184.99

improve wi fi connections on ground floor Parish Rooms

Nigel Baker Ltd. – 50% cost of annual maintenance works £ 825.00+VAT

to clear ditch, cut back hedge, jet drains etc. – Crispin

School meet the other 50%

Themes Incorporated – supply, set up and remove £ 1,735.00+VAT

Christmas display at Greenbank Pool

Rialtas Business Solutions Ltd. – Omega software £ 240.00+VAT

maintenance for accounts system – single user

Michael Churches – remove and recycle large xmas tree £ 150.00+VAT

M and D Kidner Ltd. – large xmas tree for planter £ 400.00+VAT

TCBs – clean bin in High Street 28th Nov to 25th Dec £ 16.00

Taunton Deane Borough Council – watering of hanging £ 7,528.08+VAT

baskets in High Street and turf around new matting for new

play area in Merriman Park – additional cost of £523.08 due

to watering turf and baskets being up 2 weeks longer

Glastonbury Chilkwell Guy Fawkes Carnival Ltd. – road £ 250.00

closure signage and marshalls for Remembrance Parade

and Christmas Cracker event £ 1,100.00