STREET PARISH COUNCIL

 Meeting of the Council held on 21st March, 2017 at 7.52 p.m.

 PRESENT: Councillor T. Rice (Chairman of Council)

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

T.L. Emery, P. Goater, T.W.E. Napper,

and J. Wooldridge

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

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

 L. Hughes – illness, A. Leafe – working,

 N.M. Swift – appointment, L. Zaky – family

 matter – reasons accepted

218. MINUTES

The minutes of the meeting held on 21st February, 2017 which had

been circulated were approved as a correct record and

signed by the Chairman subject to the deletion of recommendation B

of Minute No. 202 and recommendation C then becoming B instead.

219. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors 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.

220. COMMUNITY POLICE OFFICER

 The Clerk reported that no Police representative was available to

 attend the meeting but any questions sent would be answered and

 members were reminded that the next PACT meeting was at 6.30 p.m.

 on 12th April. It was agreed to ask the Police to send a written report

 for consideration if they were unable to come to the meeting. It was

 also agreed to draw attention to the spate of burglaries in the area and

 to ask if any progress had been made on this.

221. PLANNING COMMITTEE

 The notes of the informal meeting on 21st February were submitted as

 circulated.

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 RESOLVED

 that the report be agreed and a letter be written to members of

 committees stating that they must have a reason not to attend a

 meeting and must give apologies and the reason for their absence

 in respect of every meeting.

222. NEIGHBOURHOOD PLAN

 The notes of the informal meeting held on 28th February, 2017 had

been circulated.

 RESOLVED

 A. that the recommendations made be agreed

 B. that concerns and issues for each development site in the

 emerging Local Plan Part 2 be considered at the next meeting of the

 Planning Committee and ownership of green spaces and details of

 current sports clubs and facilities

 C. that Councillors Dowden, Emery and Leafe should meet with the

 Crispin School Youth Council on a Thursday afternoon and with the

 Avalon School Youth Council to discuss what facilities etc. young

 people wanted and how to address the lack of provision for those with

 additional needs.

223. CULTURE WORKING GROUP

 The Clerk submitted the notes of the meeting held on 6th March 2017

 which had been circulated. She reported that to date only 3 stall

 holders had confirmed that they wished to come to the Somerset Day

 event. Councillor Axten reported that Street Country Market would

 have more than 1 stall. She informed members that Councillor Swift

 had sent all of the press releases as agreed by the Council but not

 all had been published.

 RESOLVED

 A. that the recommendations made be agreed and consideration be

 given at the April meeting to whether the new Chairman should perform

 some kind of swearing in ceremony and whether or not to have a

 closing prayer at the Chairman’s Investiture

 B. that a smaller shield be obtained in respect of the Young Good

 Citizen Award

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 C. that a file be kept of all of the press releases issued by Councillor

 Swift and they be marked to show whether they had been published or

 not

 D. that the Council’s subscription to Visit Somerset be officially

 cancelled.

224. CHRISTMAS WORKING GROUP

 The Clerk submitted notes of a meeting held on 7th March, 2017

 which had been circulated. Councillor Axten reported that she would

 be delivering letters to retailers soon. The High Street up to the

 junction with Cranhill Road would be closed as the United Reformed

 Church would be used instead of the Crispin Hall while it was being

 renovated. There would be more stalls than the previous year and

 children’s rides.

 RESOLVED

 that the report be agreed.

225. HIGHWAYS WORKING GROUP

 Notes of the meeting on 9th March 2017 which had been circulated

 were considered. The Clerk reported that the County Council would

 be sending the outline design for the Leigh Road improvements in

 the next week. It was agreed to inform the Library of this.

 RESOLVED

 A. that the report and the recommendations made be agreed

 B. that the plan sent by County Highways showing proposed

 yellow lines in Hindhayes Lane and Somerton Road be agreed.

226. PLAY AREAS WORKING GROUP

 The Clerk submitted the notes of the meeting held on 14th March 2017

 which had been circulated. It was noted that the Group would be

 meeting District Council officers on 20th April to discuss the Parish

 Council project managing the refurbishment of Ringolds Way play area

 using section 106 funding. Councillor Wooldridge had been carrying

 out the inspections at Merriman Park during March and had picked up

 a lot of dog faeces. The meeting was adjourned from 8.27 p.m. to

 8.30 p.m. and from 8.31 p.m. to 8.32 p.m. to allow the public to speak.

 RESOLVED

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 A. that 3 dog bins be provided in Merriman Park at the entrances

 where there was not already a bin and a litter bin be installed near the

 youth shelter

 B. that new no fouling signs be put up in the Park and Idverde be

 instructed to make sure that when P. Richards was not working, the

 bins were emptied

 C. that the District Council be asked how it dealt with this problem

 D. that the invitation to the Mendip Safety Advisory Group meeting on

 19th April be circulated to the Working Group with regard to the Park

 Fun Day.

227. HEALTH AND WELL BEING

 The Chairman gave a report on the many health and well being

 initiatives achieved during the year including a grant for cricket

 coaching and setting up a Men’s Shed. Parkrun would be set up

 when Millfield had confirmed the course and that the event would be

 held at 9 a.m. every Saturday. Councillor Appleby reported that Kate

 Carr wanted to have the path extension laid in the Park before a

 decision was made on the location of the permanent table tennis table

 and the benches. The Chairman had completed the Bath Half

 Marathon on 12th March and raised £600 for We Hear You.

 RESOLVED

 A. that the Clerk should find out when G.A. Doble would be

 constructing the path extension with lights and the lead time for

 ordering the permanent table tennis table

 B. that the Clerk should find out where a mobile table tennis table

 could be stored and positioned including Clarks Village, near the

 Parish Rooms and at homes for the elderly for short periods.

228. LIVE BROADCAST OF COUNCIL MEETINGS

 The Clerk read out an email sent by Councillor Dowden on live

 broadcasts and the dormant Council account on Facebook.

 RESOLVED

 A. that the Council should wait 2 months to see if Facebook

 enabled the ability to live stream from a laptop or pic and, if not then

 a cheaper option be considered such as Periscope

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 B. that Councillor Dowden be asked to explain the situation with

 the dormant Council account on Facebook when he was present at

 the Council meeting as it was difficult to understand.

229. TWINNING EVENT SATURDAY, 15TH APRIL

 Councillor Axten reported that at 2 p.m. on 15th April the Street

 Twinning Association would be planting a liquid amber tree in Merriman

 Park to mark the 50th anniversary of the twinning with Gravenchon.

 From 3 p.m. to 6 p.m. the Council would be holding a civic event at the

 Victoria Club with team sports activities. At 6.30 p.m. there would be a

 barbeque and at 7 p.m. there would be a disco at a cost of £200 –

 £270. Councillor Appleby had arranged for a vase to be engraved as a

 gift for the Mayor of Gravenchon. Councillors Appleby, Axten, Hughes,

 Leafe, Rice, Swift and Wooldridge would be organising the event and

 any other councillor available was asked to come along to help.

 It was agreed that Councillor Appleby would ask the Merriman Park

 volunteers to assist. Members were also invited to a twinning dinner

 dance at Compton Dundon Village Hall on 14th April.

 RESOLVED

 that the report be noted and costs associated with the event approved.

230. CORRESPONDENCE/MINOR ISSUES

 The Clerk submitted a report which had been circulated.

 1. Victoria Sports and Social Club

 RESOLVED

 that the Clerk be asked to get an update with regard to the Club car

 park and to inform the Council representatives on the Management

 Committee of the details of the next meeting so that they could express

 their views.

 2. National Plant Monitoring Scheme

 RESOLVED

 that the Scheme be publicised on Facebook.

 3. Insurance Cover

 RESOLVED

 that the report be noted.

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 4. Team Icythosaur

 RESOLVED

 that a photo of the Team be requested for the Council’s website

 and if they had a Just Giving page this to be promoted.

231. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

 AND REPRESENTATIVES ON OUTSIDE BODIES

 Councillor Napper reported on several issues. Councillor Appleby

 had attended a Focus Group meeting on the District Council’s Peer

 Challenge and felt that no negative points raised had been addressed

 at all. The Clerk was asked to obtain a copy of the video on this and

 the full report.

232. ACCOUNTS FOR PAYMENT

 The latest bank reconciliations for all account at 28th February, 2017

 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 28th February, 2017 be noted and the schedule of

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

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

233. CHAIRMAN’S REPORT

 The Chairman reported that the deed of easements for the rear access

 lane in Cranhill Road had been submitted to Barratts and residents

 should soon be able to use the lane.

234. MATTERS FOR REPORT

 The Clerk reported that Street Funeralcare were keen to sponsor a

 flower display. It was agreed to find out how much they wished to give

 and then decide what to do with it. Councillor Napper felt that it was a

 shame that the public had to leave at the end of most Council meetings

 due to confidential items being considered. He felt that an informal

 discussion with residents after the meeting would have been a good

 way of winding down. It was agreed to publicise the details of Council

 meetings on All Spotted Facebook to encourage more to attend.

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235. 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 and staffing matters.

236. NEW SCOUT HUT

 There was nothing to report on this matter.

237. LEASE FOR FIRST FLOOR OF PARISH ROOMS

 The Clerk gave a confidential verbal report.

 RESOLVED

 that the date on which the County Council would vacate the first

 floor of the Parish Rooms be noted and after this date, consideration

 be given to the building in general and possible alterations.

238. STAFFING COMMITTEE

 The Clerk submitted the minutes of the meeting held on 8th March 2017

 which had been circulated and which appear as Annex B to these

 minutes in the Minute Book. Confidential consideration of staff salaries

 took place after the Clerk left the meeting.

 RESOLVED

 A. that the report and recommendations made be agreed subject to

 the following -

 that the Neighbourhoood Plan, Funding and Projects Officer would be

 managed by the Staffing Committee and the contacts would be the

 Chairman and Vice-Chairman of the Committee

 that the Clerk would deal with the administration of the post including

 payroll, pension and annual returns and would place the advert and

 prepare the application form and other recruitment documents for the

 Interview Panel

 that the advert be placed in the current week with a closing date of

 13th April and the date for interviews to be advised to the Clerk

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 that the post be advertised on the websites Fish4Jobs at a cost of

 £149 + VAT for 28 days and on Indeed free of charge in addition to

 the details already put forward

 that the Interview Panel should comprise of Councillors Appleby, Axten

 Rice and Wooldridge and the Panel to meet on 19th April at 7 p.m. to

shortlist candidates for interview

 that the Officer be based at the Parish Council offices and this be

 added to the advert for the post

 B. that with regard to Peninsula Pensions the Clerk in consultation

 with the Chairman be given delegated authority to agree to include the

 example given on Shared Cost Additional Voluntary Contributions with

 the same policy decision as in Regulation 16 – review to be carried out

 on a case by case basis

 C. that from 1st April, 2017 the salary of the Assistant Clerk be

 increased from SCP 19 to SCP 22 pro rata for 20 hours per week and

 no change be made to the salary for the Clerk.

 The meeting ended at 9.55 p.m.

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 ANNEX A

Subject: Accounts for Payment

NOTE – Chairman’s allowance – expenses for 22nd February to 21st March, 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 January, 2017 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.

£12 received from Cheddar Patient Group for use of small room on 21st February (£4 paid on 7th December with last payment). £3,355.66 received from Somerset County Council for rent of 1st floor of Parish Rooms 25th December 2016 to 24th March 2017 and refund of services.

The Council is asked to approve payment of the following -

Clerk’s net salary As agreed

Travel allowance 1st Aug 16 to 31st Mar 17 - 288 miles £129.60inc VAT

(45p per mile)

Assistant Clerk’s net salary As agreed

Petty cash float to bring back up to £50 for March £ 7.65 transfer

Pension contributions - March SCC Pension Fund As agreed

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

PO Ltd. PAYE and NI contributions – March As agreed

L. Ruff and J. Marshfield

Probusiness Ltd. – payroll March Month 12 £ 24.17 + VAT

 DD161750

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

1st March - due to small business rate relief the rates for 2017/18 of £4,893

will not need to be paid – this assessment may change when the 1st floor is vacated

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

and February £ 769.75+VAT

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

Cognique – website support – cancelled at end Feb £ Nil

Southwest Digital Systems Ltd. – copying February £ 20.75+VAT

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

emails and 12 Business Essentials emails February

and for March £ 64.40+ VAT

and remote support re emails £112.00+VAT

Blachere Illumination UK Ltd. – remove xmas lights £1,177.60 + VAT

Somerset County Council – admin fee for post for new dog £ 90.00

bin at Overleigh

St. John Ambulance – 2 day requalification First Aid course £ 210.00+VAT

in Wells for Clerk

Taunton Deane Borough Council – inspection and £3,893.00+VAT

maintenance of Street Skate Park 2016/17

E.ON – electric for clock in High Street £ 77.72+VAT

Sweet Acre Nursery – maintenance of planters £ 57.70+VAT

EM Print and Signs – 2 signs for Skate Park and 2 signs £ 148.72+VAT

for Merriman Park

TCBs – clean bin in High Street 30th January to 20th £ 16.00

February

Wot A Picture – framed photograph of members and staff £ 75.00+VAT

ABC Private Hire – 8 seater taxi to visit sites with Highways £ 70.00+VAT

WG on 9th March

E.ON – electric ground floor Parish Rooms 5 Dec 16 to £ 189.87+VAT

1 Mar 17 DD161753

E.ON – electric 1st floor Parish Rooms 5 Dec 16 to £ 175.69

1 Mar 17 DD161754

E.ON – gas ground floor Parish Rooms 5 Dec 16 to £ 237.56+VAT

1 Mar 17 DD161751

E.ON – gas 1st floor Parish Rooms 5 Dec 16 to 1 Mar 17 £ 769.21

 DD161752

Cllr. Appleby – refund for vase as twinning gift £ 59.00

S.M. Burne – engraving of twinning vase £ 150.00

Local World Ltd. – notice on Annual Parish Meeting in £ 124.65+VAT

local newspaper on 16th March

Somerset County Council fee S171 licence Sainsburys £ 90.00

roundabout

Mendip District Council 50% planning fee for new war £ 97.50

memorial

Rentokil Initial – sanitary bins 2 Mar to 1 June £ 14.40+VAT

 DD161755

Biffa Waste Services Ltd. – emptying 2 wheelibins £ 313.17+VAT

25 Mar to 23 June DD161756

Siemens Financial Services – phone lease rental and £ 134.41+VAT

annual service fee DD161757