STREET PARISH COUNCIL

Meeting of the Council held on 20th June, 2017 at 7.35 p.m.

PRESENT: Councillor V.A. Appleby (Chairman of Council)

Councillors: L. Hughes, A. Leafe, T.W.E.

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

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

County Councillor L. Leyshon

District Councillor B.A. Beha

PCSO B. Jackson

APOLOGIES: Councillors: C.E. Axten, S. Dowden, T.L.

Emery, P. Goater and T. Rice – another

engagement - reasons accepted

25. MINUTES

The minutes of the annual meeting held on 16th May, 2017 which had

been circulated were approved as a correct record and signed by the

Chairman.

26. MATTERS ARISING

The Clerk confirmed that a meeting of the War Memorial Working

Group would be held quite soon.

27. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Hughes and Napper 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 Hughes declared that Minute No. 41 relating to defibrillator training, related to a financial interest of his son who carried out such training in his job with St. John Ambulance. He did not leave the meeting as it was only agreed to investigate this.

- 5 -

28. COMMUNITY POLICE OFFICER

PCSO Jackson gave her report and reminded members that the PACT

meeting was on 21st June. Theft from vehicles was no longer a

problem due to action taken when it was raised at PACT as an issue.

29. PLANNING COMMITTEE, LAND WEST OF SOMERTON ROAD

AND DESIGNATION OF NEIGHBOURHOOD AREA

The minutes of the meeting on 16th May, 2017 were submitted as

circulated together with a report on designation of the parish as a

neighbourhood area. It was noted that Compton Dundon Parish

Council wished to observe the development of the Street Plan.

Members were concerned about the affect on infrastructure including

school places, water pressure, broadband and the surgery if another

200 houses were built west of Somerton Road. It was therefore felt

that the Council should consult fully on this proposal.

RESOLVED

1. that the report be noted and the letter circulated on designation

of the neighbourhood area be agreed and sent to Mendip District

Council

1. that the briefing with the District Council on development of land

west of Somerton Road should be held in Street at 6.30 p.m. preferably

on Monday 10th July or on Wednesday 12th July.

30. SPECIAL MOTION FOR CONSIDERATION

VARIATION OF STANDING ORDER 3 d

In accordance with standing orders 9 and 25 the special motion to

remove the requirement to stand when speaking at Council meetings

from standing order 3 d, as set out in the agenda was considered. As

members had differing views on standing to speak and 3 of the 4

members who had given written notice of the motion were not present,

it was agreed to defer consideration to the next meeting.

31. PLAY AREAS WORKING GROUP

The Clerk submitted the notes of the meeting on 31st May 2017 which

had been circulated. New dog bins were to be installed at every

entrance in Merriman Park. During public question time an issue for

older people had been raised and it was felt that the Council should

consider this age group as well as young people.

RESOLVED

- 6 -

1. that the notes be agreed and County Councillor Leyshon be

asked to take up the offer from a resident to carry out an audit of dog bins in Street and make recommendations

1. that Councillor Hughes would check with the District Council on

whether litter bins could be used for the disposal of dog faeces

1. that an Older Peoples Working Group be set up to consider

issues including the need for a day care facility in Street, comprising of

Councillors Appleby, Swift, Wooldridge, Zaky and Mr. D. Filburn

32. CULTURE WORKING GROUP

Notes of the meeting on 5th June 2017 had been circulated. Councillor

Swift reported that no other events would be organised in 2017 by the

Group. There were separate Groups for the Merriman Park Fun Day

and the Christmas Cracker event. The Clerk reported that UK Cycling

Events was organising a large non competitive cycling sportive on 9th

September from Strode College. The Group wished to co-ordinate

events in the local area to avoid them being held on the same date

where possible. Events would be publicised on the Council’s website

including Greenbank Pool Day on 1st July.

33. WALKING/CYCLE STUDY WORKING GROUP

Notes of the meeting on 6th June 2017 had been circulated. Proposals

including the promotion of cycle tourism in Glastonbury and Street

were noted.

34. CHRISTMAS WORKING GROUP

Notes of the meeting on 6th June 2017 had been circulated and were

agreed.

35. MEETING WITH LAND SECURITIES

Councillor Swift reported on the meeting held on 8th June 2017. Issues

concerning the use of the Crispin Centre for events had been resolved

and the company would look at assisting with the watering of the

baskets and planters in the High Street for 2018. The company was

not prepared to have a mobile table tennis table in Clarks Village but

would accept a permanent one. The Clerk reported that agreement

had already been given to having a permanent table in Merriman Park

and 2 mobile ones. She was now ordering the permanent table and 1

mobile table and it was agreed to see how these went before

considering more. A concrete plinth was needed for the permanent

table with grass mat at each end.

- 7 -

RESOLVED

1. that the report be noted and Idverde be engaged to provide the

plinth and grass mat for the permanent table tennis table in Merriman Park and to fix the 2 benches back in the Park which they had stored

for a considerable time – it was noted that the cost of the plinth and

grass mat should not be more than £2,000 – it was agreed to suspend

Financial Regulation 11.1 (h) and not to seek 3 quotes as Idverde had

stored the benches for the Council for many months and were already

maintaining the Park

1. that Councillor Hughes would ask the District Council to replace

the bench removed from Woods Batch in 2016.

36. CORRESPONDENCE/MINOR ISSUES

The Clerk submitted a report which had been circulated.

1. Grant to We Hear You

RESOLVED

that the report be agreed.

1. Internal Controls

RESOLVED

that Councillor Rice be appointed to carry out the monthly inspection

of accounts for the foreseeable future.

1. Furniture and Equipment – 1st Floor Parish Rooms

The Chairman reported that the Council would be considering the

feasibility of the whole building when the tenants moved out of the 1st

floor. Members suggested possibly offering a hot desking and training

facility. It might be necessary to install the lift with the 1st floor being

used for different purposes. The report was agreed.

1. Naming of Streets – S17 Public Health Act 1925

3 New Dwellings on Site South of 15 Cranhill Road

It was noted that during public question time District Councillor Beha

had agreed to find out about the street naming process and report back

as members wished to have an input in the name given to new roads.

- 8 -

1. Street Chamber of Commerce

RESOLVED

1. that Councillors Appleby, Dowden, Napper and Zaky would serve

on Street Chamber of Commerce with any 2 attending each meeting

1. that the body could use the Parish Rooms for meetings while the

Council considered the future of the building and the Council would

liaise between the Chamber and the owners of Clarks Village.

1. Invitation to Host Free NHS Health Check Events

RESOLVED

that free NHS health check event/s be held in the Parish Rooms on

dates to be agreed.

7. Mendip Economic Development Strategy 2017 to 2020

The draft Strategy had been received for consultation with comments

to be submitted by 26th June. The consultation document was noted.

8. Footpath Closure

It was noted that the footpath between the Victoria Club and Housman

Road would be closed for 3 weeks from 13th July for tree felling and

building works.

37. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

AND REPRESENTATIVES ON OUTSIDE BODIES

County Councillor Leyshon was congratulated on her report which

had been circulated. She would be working with Councillors Hughes

and Napper and they would report back on issues. She wanted to get

as many amendments as necessary in the July Traffic Amendment

Order including changes in Strode Road. The next Amendment Order

might not be made until 2018. She highlighted the importance of an

extraordinary meeting the following Monday on the future of

Glastonbury Tribunal Ltd. and Street Tourist Information Centre. It was

agreed to see what happened with arrangements in Glastonbury and

the refurbishment of the TIC in Clarks Village before considering the

matter further. Consideration would be given with the Highways to

having a pedestrian crossing at Hindhayes School. Sustrans would be

recommending as part of the cycle study that the first step to making it

safer for cyclists would be to introduce a 20 mph limit around Street.

This would also increase road safety for pedestrians, including at the

schools provided it was enforced.

- 9 -

The Clerk reported that M. Cinicola had asked for the bollard in the

access to the lane between Strode Road and the allotments to be

raised so that vehicles could not drive down it and cause a nuisance.

No one from the Nursery now used the lane and she had asked the

Allotment Association to remind the allotment holders about this.

Councillor Swift also promised to speak to the allotment representative

about this.

38. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all account at 31st May, 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 31st May, 2017 be noted and the schedule of

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

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

39. BANKLINE AND CHEQUES

The Clerk submitted a report which had been circulated.

RESOLVED

1. that the report be agreed and the Clerk/RFO authorised to set up

a Bankline arrangement with Nat West for the payment of staff salaries

- the Clerk/RFO to set up payments each month and then the Chairman or Vice-Chairman of the Policy and Finance Committee to

authorise them

1. that the authorised signatories in the current mandate, for the

accounts detailed in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended (Councillors

Emery, Goater and Wooldridge to be added as authorised signatories).

40. CHAIRMAN’S REPORT

Councillor Appleby thanked Councillors Axten and Swift for all their

hard work in organising the Investiture. She reported on the events

which she had attended including giving Peter Richards the Freedom

of Street on 19th June.

- 10 -

41. MATTERS FOR REPORT

The Clerk reported on several matters. It was agreed that the Alfred

Gillett Trust could publicise services and events on the Council’s

website. It was agreed that the Chairman should write to the Head

Office for the Wessex Hotel asking for the exterior to be smartened up

Including painting the rear and improving the side on Somerton Road.

Photos of the building to be sent with the letter and reference made to

the good appearance of the 2 hotels in Devon which the company also

owned. It was agreed that Councillor Wooldridge would ask the Rotary

if they would provide a defibrillator for the fire engine. The Chairman

felt that members should be trained in how to use a defibrillator.

County Councillor Leyshon reported that if the equipment was

purchased through the Ambulance Service they would maintain it and

provide training in it’s use free of charge.

42. 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

a quotation and legal negotiations.

43. LIGHTS ALONG PATH AT MERRIMAN PARK

The Clerk submitted a confidential report which had been circulated to

members.

RESOLVED

that Financial Regulation 11.1 (h) be suspended and the quotation of

£2,337.76 + VAT from NR Bishop Electrical Contractor Ltd. be

accepted for the provision, installation and connection of 3 lights on

the path extension at Merriman Park.

44. LEASE FOR FIRST FLOOR OF PARISH ROOMS

The Clerk submitted a confidential report which had been circulated to

members.

- 11 -

RESOLVED

that the report be agreed and the appointment of a Parish Rooms

Working Group to look at how best to use and organise the building be

considered at the next meeting.

The meeting ended at 9.15 p.m.

District Councillor Beha left at 8.55 p.m.

Councillor Zaky left at 8.45 p.m.

- 12 -

ANNEX A Subject: Accounts for Payment

NOTE – Chairman’s allowance – expenses for 17th May to 20th June, 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 May 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 – Councillor Swift to take over from May.

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 2017 numbers will start DD171801.

£224 received from We Hear You for use of the small meeting room in June.

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 June £ 19.89 transfer

Pension contributions - June SCC Pension Fund As agreed

+ pension deficit recharge 2017/18 – not April or May 17 As agreed

PO Ltd. PAYE and NI contributions – June As agreed

L. Ruff and J. Marshfield

Probusiness Ltd. – payroll June Month 3 £ 24.17 + VAT

DD1718

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 May - not £ 769.75+VAT

invoiced in May

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

Southwest Digital Systems Ltd. – copying May £ 22.83+VAT

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

emails and 12 Business Essentials emails May and June

Somerset County Council – advert for NPO Officer £ 40.00+VAT

TCBs – clean bin High St. 1st to 22nd May £ 16.00

and tidy up around Parish Rooms 14th June £ 18.00

Elecnew Ltd. – carry out portable appliance testing at £ 100.00

Parish Rooms

Mant Leisure – supply and deliver 1 Rotterdam green £2,300.00+VAT

table tennis table for Merriman Park

W. Woods – refreshments for twinning event 15th April £ 127.50

EM Print and Signs – install and remove bunting in Library £ 95.00+VAT

Garden for Somerset Day event

Kate Carr – marking out pathway extension and table £ 90.00

tennis table location

Initial Washroom Hygiene – emptying 4 sanitary units £ 14.40+VAT

2nd June to 1st September DD171807

Somerset County Council – second half of fee for £ 3,610.00+VAT

feasibility report on Leigh Road

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

Parish Rooms 24th June to 22nd September 2017 DD171808

Express – 4 cups and youth shield for Parish awards and £ 365.00

Freedom of Street plaque

Glasdon UK Ltd. – 3 dog bins and 1 litter bin for Merriman £ 1,090.67+VAT

Park

Viking – stamps and stationery £ 204.97+VAT

Viking – coffee, tea, sugar £ 77.45+VAT

Bannell Engineering – steelwork for Rotary Roundabout £ 960.00

at Westway

J. Marshfield – 3 x £10 Clarks Village vouchers for 3 prize £ 30.00

winners of King Alfred competition

C. Axten – flowers and food for Investiture £ 135.46

V. Appleby – gifts for Investiture £ 81.46

Zurich Insurance plc – renewal premium with changes £ 1,935.07

V. Appleby – chocolates for Cllr. Napper £ 17.05

J. Marshfield – 2 heavy duty pop up gazebos £ 108.30+VAT

NR Bishop Electrical Contractor Ltd. – 25m extension £ 30.00+VAT

lead with timeguard CB008 RCD breaker for outdoor events

E.ON – electric gr flr PR 1st March to 5th June £ 191.76+VAT

DD171812

E.ON – electric 1st flr PR 1st March to 5th June – to be paid £ 171.36

DD171811

E.ON – gas gr flr PR 1st March to 5th June £ 181.71+VAT

DD171809

E.ON – gas 1st flr PR 1st March to 5th June £ 147.95

DD171810

Sweet Acre Nursery – 78 baskets, 12 + 2 planters, £ 2,079.18+VAT

horse trough and 25kg bag of feed

Bannell Engineering – additional steel work for Rotary £ 240.00

roundabout – guide plates

Super 8 Media – quarter page in The Basis £ 50.00

EM Print and Signs – bunting in Library Garden Bike Day £ 95.00+VAT

Siemens Financial Services – qtly phone lease rental £ 99.41+VAT

DD171813