

## STREET PARISH COUNCIL

Meeting of the Council held on 19<sup>th</sup> September, 2017 at 7:30pm

**PRESENT:** Councillor V.A. Appleby (Chairman of Council)  
Councillors: C.E. Axten, S. Dowden  
T.L. Emery, P. Goater, L. Hughes, A. Leafe,  
T.W.E. Napper, T. Rice, J. Wooldridge and L  
Zaky

**IN ATTENDANCE:** Mrs. J. Marshfield – Assistant Clerk  
Mr. A. Kinghan – Neighbourhood Plan Officer  
County Councillor E. Leyshon  
Sergeant M. Slade

**APOLOGIES:** Councillors T. Emery and T. Napper  
another engagement – reasons accepted

### 81. MINUTES

The minutes of the meeting held on 15<sup>th</sup> August, 2017 which had been circulated were approved as a correct record and signed by the Chairman.

### 82. MATTERS ARISING

Nothing to report.

### 83. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Hughes 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.

### 84. COMMUNITY POLICE OFFICER.

Sergeant Slade made his monthly report. Travellers had been sited within the surrounding area but had been successfully moved on. Sergeant Slade suggested that vulnerable areas within Street be targeted before travellers arrive. Ongoing drugs and intelligence work with under-cover police officers have been successful and arrests have been made. The police are continuing work with local schools.

Meeting closed at 7:36pm for a member of the public to ask Sergeant Slade about parking issues. Meeting opened at 7:40pm

85. PLANNING COMMITTEE

The notes of the informal meeting on 15<sup>th</sup> August, 2017 were submitted and circulated.

RESOLVED

That the report be agreed.

86. POLICY AND FINANCE COMMITTEE

The minutes of the meeting on 5<sup>th</sup> September, 2017 were submitted and circulated and appear as Annex A to these minutes in the minute book.

RESOLVED

that the report be noted and recommendations made agreed including a further £5000 would be granted to Strode College.

87. NEIGHBOURHOOD PLAN

Andrew Kinghan welcomed Councillor Goater to the steering group. A grant from Ground Work UK for £3708 has been applied for to cover costs for public consultations, promotional material and door-to-door flyer delivery. The public consultations will be held within the Parish Rooms and the NPO will visit schools to discuss the Neighbourhood Plan with pupils.

RESOLVED

that the report be approved and Councillor Goater be appointed to the Neighbourhood Plan Steering Group.

88. HIGHWAYS WORKING GROUP

Questionnaires have been received from residents regarding the Brooks Road Consultation and given to County Councillor Leyshon to collate.

Councillor Hughes and County Councillor Leyshon expressed concerned with the overgrown hedge and grass on the public footpath at Slugg Hill.

RESOLVED

a. that County Councillor Leyshon will report back at the next meeting regarding Brooks Road.

b. that Councillor Hughes and County Councillor Leyshon will contact the land owner at Slugg Hill to discuss how this can be improved.

89. STREET CHAMBER OF TRADE

The notes of the meeting on the 31<sup>st</sup> August, 2017 were submitted and circulated.

RESOLVED

that the report be noted.

90. MERRIMAN PARK FUN DAY

Councillor Appleby reported that the event went extremely well and thanked everyone involved. The group were onsite from 7:00am until 11:30pm and again on Sunday morning to check that the park was clear of litter.

Councillor Axten explained that the Merriman Park Community Group have had a response to their Heritage Lottery Bid. on the 14<sup>th</sup> November Councillor Axten, Andrew Kinghan and David Atkins will meet with the Heritage Lottery Fund to discuss the application further.

91. RINGOLDSWAY PLAY AREA

The notes of the meeting on 6<sup>th</sup> September, 2017 were submitted and circulated.

RESOLVED

that this issue will be discussed at the next Play Areas Working Group meeting on 25<sup>th</sup> September, 2017 and the group will report back at the October meeting.

92. PARISH ROOMS WORKING GROUP.

Andrew Kinghan reported that the group are looking at improving the Parish Rooms for the Council, Staff and community. Once the Schedule of Dilapidations has been received they will then be able to move forward and prioritise the improvements.

93. CORRESPONDENCE/MINOR ISSUES

The Clerk submitted a report and had been circulated.

1. Levels and Moors Networking Meeting

RESOLVED

that no members wished to attend.

2. Defibrillator for outside of Greenbank Pool

RESOLVED

that £500 be contributed towards a defibrillator at Greenbank pool and a new defibrillator also be placed at the Southern end of Street.

3. Wessex Hotel

It was noted that the Wessex Hotel will hire a Landscaper to improve the area.

4. Mendip Scrutiny

Councillor Swift attended the Scrutiny meeting.

RESOLVED

that Dan Foster be contacted to arrange a planning training session for the Planning Committee.

94. REPORT FROM COUNTY AND DISTRICT COUNCILLORS AND REPRESENTATIVES ON OUTSIDE BODIES

Reports from both County Councillors had been emailed to members.

RESOLVED

that both the Brooks Road and Leigh Road schemes be put forward under the Small Improvement Scheme.

95. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 31<sup>st</sup> August, 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 31<sup>st</sup> August, 2017 be noted and the schedule of payments for September be attached as Annex B to the minutes in the Minute Book in order to publish payments of £500 or more.

96. CHAIRMAN'S REPORT  
Councillor Appleby gave her report for the month. The Chairman had attended the Merriman Park Fun Day and the fossil display at the Alfred Gillet Trust. Also the Policy and Finance committee met to discuss applications for grants. The committee were very cautious with the decisions made.

97. MATTERS FOR REPORT  
No matters raised.

98. 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 quotations.

99. TENDERS FOR MAINTENANCE OF MERRIMAN PARK  
the Neighbourhood Plan Officer submitted a confidential report which had been circulated to members only.

RESOLVED

a. that Idverde Ltd be granted the Horticulture and Maintenance contract for Merriman Park from 1<sup>st</sup> November, 2017 – 31<sup>st</sup> October, 2018 at a cost of £17,585.10 + VAT

b. that Andrew Kinghan look at a more radical option for next years' contract as soon as possible.

100. TENDERS FOR WORKS AT PARISH ROOMS.  
The Neighbourhood Plan Officer submitted a confidential report which had been circulated to members only.

RESOLVED

that Aardman Associates be contracted to carry out the building survey on the Parish Rooms

The meeting ended at 9.40 p.m.  
Councillor Zaky left at 8.55pm

ANNEX B

To: Council  
 From: Clerk  
 Subject: Accounts for Payment

NOTE – Chairman’s allowance – expenses for 16<sup>th</sup> August to 19<sup>th</sup> September 2017 totalled £180 – 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 31<sup>st</sup> August 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 Goater as part of the monthly check of accounts.

£150,000 received from Mendip District Council as second half of Precept. As already agreed £125,000 to be invested in the CCLA Public Sector Deposit Account. £4,000 received from C. and J. Clark International Ltd. towards Christmas lights in High Street. Donation of £1,750 received from Glastonbury and Street Rotary Club towards costs of refurbishing the roundabout near Sainsburys. £408.44 received from Somerset County Council as final payment for rent of 1<sup>st</sup> floor of Parish Rooms to 30<sup>th</sup> June + services recharged less £500 agreed for interactive whiteboard, projector, furniture etc.

The Council is asked to approve payment of the following -

Clerk’s net salary	As agreed
Assistant Clerk’s net salary	As agreed
Neighbourhood Plan Officer’s net salary	As agreed
NPO’s mileage to 19 <sup>th</sup> September – 22.2 miles	As agreed
Petty cash float to bring back up to £50 for September	£ 10.49 transfer
Pension contributions – September SCC Pension Fund	As agreed
+ pension deficit recharge 2017/18 – not April and May	As agreed
PO Ltd. PAYE and NI contributions and student loan deduction – Sept. – all staff	As agreed
Probusiness Ltd. – payroll September Month 6	£ 24.17+VAT DD1718
Mendip District Council – rates grd flr Parish R	£ Nil
Charge of £4,893 2017/18 not payable due to small business rate relief – reassessment taking place due to 1 <sup>st</sup> floor being taken back by Council	
Idverde Ltd. – maintenance Merriman Park for August	£ 769.75+VAT
ER Garrett Ltd. – clean Parish Rooms August	£ 172.27+VAT
Southwest Digital Systems Ltd. – copying August	£ 29.62+VAT
PC Comms Ltd. – 3 MS Office 365 Business Premium emails and 12 Business Essentials emails August	£ + VAT

Initial Washroom Hygiene – sanitary bins 2 <sup>nd</sup> Sept to 1 <sup>st</sup> Dec 2017	£ 14.40+VAT DD1718
Biffa Waste Services Ltd. – emptying wheelibins at Parish Rooms 23 <sup>rd</sup> Sept to 22 <sup>nd</sup> Dec 2017	£ 313.17+VAT DD1718
Martin Dannell and Co. Ltd. – banner patch for Fun Day	£ 10.95+VAT
NR Bishop Electrical Contractor Ltd. – installation of 3 new lampposts and repair of 2 existing Merriman Park	£2,399.71+VAT
Idverde Ltd. – 2 bases for benches Merriman Park	£ 307.06+VAT
and replacement gully	£ 231.30+VAT
Walton Press – updated standing orders and financial regs	£ 32.50
We Hear You – 3 tickets to masquerade ball for Chairman and Councillors Axten and Wooldridge – Chairman’s allowance	£ 180.00
Viking – envelopes	£ 45.98+VAT
Viking – stationery and stamps	£ 139.11+VAT
YHC Hire – 5 portaloos for Fun Day	£ 287.50+VAT
Bristol Fire – 2 water and 1 CO2 fire extinguisher 1 <sup>st</sup> floor	£ 174.50+VAT
Denis and Ian Pearce Ltd. – hire 6 two way radios Fun Day	£ 89.00+VAT
Themes – sound and lighting equipment Fun Day	£2,882.50+VAT
Livewired – band playing at Fun Day – paid by D. Atkins and refunded	£ 550.00
Atlas (UK) Security Services Ltd. – 5 security operatives for Fun Day	£ 412.50+VAT
TCBs – clean bin High Street 31 <sup>st</sup> July to 28 <sup>th</sup> August	£ 20.00
and tidy around Parish Rooms September	£ 18.00
NR Bishop Electrical Contractor Ltd. – replace faulty lamp in light by bandstand Merriman Park	£ 69.60+VAT
Quick Sign – 3 signs for roundabout near Sainsburys	£ 360.00
Web Scaffolding – steps for lorry trailer stage Fun Day	£ 200.00+VAT