STREET PARISH COUNCIL

Meeting of the Council held on 20th November, 2018 at 8.05 pm

PRESENT: Councillor N. Swift (Chairman of Council)

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

S. Carswell, P. Goater, T.W.E. Napper and

T. Rice

IN ATTENDANCE: Mrs. L. Ruff – Clerk

County Councillor L. Leyshon

PCSO E. Cave – Street Beat Team

APOLOGIES: Councillors F. Buxton, S. Dowden, L. Hughes

A. Leafe and L. Zaky – another engagement –

reasons accepted

148. MINUTES

The minutes of the meeting held on 16th October, 2018 which had been circulated were approved as a correct record and signed by the Chairman.

149. MATTERS ARISING

With reference to the painting of the 2 bus shelters by the Crispin Hall

it was agreed that SLH Services Ltd. be engaged to carry out the work

at a cost of £1,555 + VAT. It was noted that Councillor Axten had been

part of a very positive meeting with Landsec, Mendip District Council

and Le Meseure and that the views of the Parish Council had been

taken into account. Plans for the future would continue. Much of what

was being discussed was confidential at this stage.

It was noted that half of the survey on the exterior of the Parish Rooms

had been carried out and the Neighbourhood Plan Officer was chasing

db+PAUL for the rest of the report. The Clerk was asked to chase up

Kompan to find out when work would start on refurbishing Ringolds

Way play area. With regard to the market it was noted that the stall

selling the same clothes etc. as Runway was still there but the 2 parties

had come to an agreement and did not stock the same items. It was

agreed to ask the District Council to provide correct signs at either end

of the market soon as the existing ones still referred to Farm Road and

had the wrong times. With regard to a request for better

communication with the District Council, the Chairman was to arrange

for Councillor H. Siggs to meet with members.

- 5 -

150. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillor Rice declared an other interest under Appendix B in any matters relating to the District Council and stated that he 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, District Council or Glastonbury

Town Council and stated that he would keep an open mind when

considering issues at either level.

Councillor Axten declared an other interest under Appendix B in the

items on the Library as she was a representative of the Council on the

Library Management Committee and a Friend of the Library. Councillor

Napper declared an other interest in the Library as he was a County

Councillor and a representative of the Council on the Management

Committee. Councillor Swift declared an other interest as she was a

Friend of the Library. They all left the meeting while the Library item

from the Policy and Finance Committee meeting was considered from

8.15 p.m. to 8.30 p.m. and while minute no. 161 was considered from

8.40 p.m. to 8.45 p.m. It was agreed that Councillor Goater should take the Chair for both items.

Councillors Axten and Carswell declared a disclosable pecuniary

interest in minute no. 163 on road signs as they lived in roads where

signs had been requested and Councillor Napper declared an other

interest under Appendix B in this item as a County Councillor. They

took no part in the consideration of this item.

Councillor Napper declared a disclosable pecuniary interest in minute

no. 163 on the Brooks Road small improvement scheme as he lived

there and did not take part in the voting on this item.

151. COMMUNITY POLICE OFFICER

PCSO Cave reminded members that the next PACT meeting would be

on 9th January, 2019. With regard to some of the previous priorities it

was noted that the street lights in Portway were now on. Parking in

Church Road would be altered to diagonal in 2019/20 and the owner of

parking in front of The Bear would be asked to consider the blocking of

the pavement by parked cars.

152. PLANNING COMMITTEE

The minutes of the meeting on 16th October, 2018 were submitted and circulated.

RESOLVED

- 6 -

that the report be noted.

153. POLICY AND FINANCE COMMITTEE

The Clerk submitted the minutes of the meeting on 6th November, 2018

which had been circulated and appear as Annex A to these minutes in

the Minute Book.

RESOLVED

A. that the report be received and the recommendations made be

adopted with the Estimates for 2019/20 as attached as Annex A to the

minutes of the Committee meeting on 6th November in the Minute Book

and the precept on Mendip District Council for 2019/20 to be in the sum

of £395,000

B. that the information for the council tax section of the District

Council’s website be as attached as Annex B to the Committee minutes

of 6th November in the Minute Book

C. that the general revenue reserves be set at £181,277 for 2019/20

to maintain current assets such as Street Skate Park, the Parish

Rooms and Merriman Park and fund new projects or services as they

arise

D. that the grant to Somerset County Council towards staffing costs

for Street Library be raised each year after 2019/20 in line with the

Retail Price Index

Councillor Goater was elected to take the Chair for resolution D above

as the Chairman and Vice-Chairman had declared an interest in the

Library and left the meeting – see minute no. 150 above.

E. that Councillor Axten be appointed to the Strategy Working Group

and a date be set for a meeting of the Group.

154. CHAIRMAN’S REPORT

Councillor Swift gave her report for the month. A new fruit and veg stall

was starting in the market on Thursday and would give a refugee living

locally a work trial. Councillor Goater would be adding an item to the

website to celebrate the success of Street Football Club. He was

speaking to Landsec about whether replacement trees to be provided

from the Superdry store could be planted in another part of Street.

- 7 -

155. PARISH PATH LIAISON OFFICER

County Councillor Leyshon had nothing to report but agreed to look at

the review being carried out on path categories and vegetation clearance.

156. NEIGHBOURHOOD PLAN AND LOCAL PLAN PART 2

The report from the Neighbourhood Plan Officer had been circulated.

Most of the public present at the meeting had not received a survey and the NPO was considering the situation. People were encouraged to complete an online survey if they could as the Council did not then need to input the details.

RESOLVED

that the report be agreed.

157. PARISH ROOMS

The notes of the meeting on 12th November had been circulated.

RESOLVED

that the report be agreed.

158. COMMUNITY EVENTS

The Chairman reported that the event on 27th October had been very

successful and the Culture Working Group would be looking at having

an annual event with the next one being aimed at younger people.

The Remembrance parade and service had been vey well supported

but there had been some problems. A meeting with interested parties

was to be held on 26th November to review the arrangements which

had not been organised by the Council.

RESOLVED

that the report be agreed.

159. CHRISTMAS WORKING GROUP

The notes of the meeting on 14th November 2018 were submitted as circulated. Councillors Goater, Rice and County Councillor Leyshon

volunteered to help at the Christmas Cracker event. Contributions were requested for the hamper prize.

- 8 -

RESOLVED

that the report be agreed.

160. HIGHWAYS WORKING GROUP

The notes of the meeting on 12th November had been circulated

together with a report on refurbishing fingerposts from local resident

Chris Hughes. It was noted that Street Society would probably be

ceasing to continue and that some of the remaining funds of £2,500

might be used for fingerposts.

RESOLVED

that the report be agreed and the Council to be the lead parish in a

project to preserve local fingerposts with Councillor Swift as the main

contact.

161. STREET LIBRARY - UPDATE

The Clerk submitted a report which had been circulated. Councillors

Axten, Napper and Swift declared an other interest as detailed in

minute no. 150 above and left the meeting for this item. Councillor

Goater took the Chair. The meeting was adjourned from 8.50 p.m. to

8.53 p.m. to allow the public to speak.

RESOLVED

that the report be agreed and the Expression of Interest documents for

the community library partnership, as circulated, be confirmed with

caveats as a number of questions had been raised which would need

to be negotiated.

162. CORRESPONDENCE/MINOR ISSUES

The Clerk submitted a report which had been circulated.

RESOLVED

that the report be noted and the Culture Working Group to consider

where to site the 10 Public Space Protection Order signs including

one near Pillars Bar and Grill in Leigh Road.

- 9 -

163. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

AND REPRESENTATIVES ON OUTSIDE BODIES

Reports from County Councillors Leyshon and Napper had been emailed to members. Councillor Leyshon was thanked for all her

work on the small improvement schemes and other issues. The Clerk

noted that the County Council would now fill grit bins for parishes.

Councillor Napper declared a disclosable pecuniary interest in the

small improvement scheme for Brooks Road as he lived there and

took no part in the voting on this.

RESOLVED

A. that the Highways Working Group be asked to investigate appropriate places on privately owned land where signs such as No Through Road might be placed, subject to consent from the land owner and paid for by the Parish - Councillors Axten and Carswell declared

a disclosable pecuniary interest in this matter as they lived in roads

requesting signs and Councillor Napper declared an other interest

under Appendix B as County Councillor and they took no part in this

consideration

B. that the County Council be informed that the Brooks Road small

improvement scheme should be the priority and not the Leigh Road scheme and that a meeting be held with the Library Trust to discuss

how new plans would affect the scheme for Leigh Road

C. that the Highways Working Group should agree a comprehensive

report on Cranhill Road car park and its usage for submission to the

District Council with Councillor Rice finding out where the District

Council got the figures for the Strategy document and Councillor

Leyshon checking the parking figures from the District Council with

County Highways.

164. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 31st October, 2018

had been prepared successfully and sent to all members with the

monthly income and expenditure by account report and schedule of

earmarked reserves.

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 October, 2018 be noted and the schedule of

payments for November be attached as Annex B to the minutes in the

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

- 10 -

165. MATTERS FOR REPORT

It was agreed to ask Clarks Village to distribute 500 of the leaflets

about Christmas events in Street. The email from CCLA on the change

in the regulatory background was noted and that the investment

strategy and their focus on capital security would remain unchanged.

166. 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 item as it involved confidential information on possible

legal negotiations.

167. PARISH ROOMS AND LIBRARY

There was nothing further to report on these matters.

The meeting ended at 9.17 p.m.

- 11 -

Subject: Accounts for Payment

NOTE – Chairman’s allowance – expenses for 17th October to 20th November 2018 totalled £0 - 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 October 2018 have been prepared successfully and sent to all members with the monthly income and expenditure by account report and earmarked reserves. Each reconciliation and original bank statement has been signed by Councillors Carswell and Goater 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 2018 numbers will start DD181901.

£10 each received by BACS from Petit Jah of Ethical Trading, The Paddock Bar, Year Round Creations = £30. £10 each by cheque from E. Pirrie, Glastonbury Wedding and Events, The Woodland Trust, Toddybear Craft Studio, Elmhurst School Association, Fused Glass and Jewellery = £60. £10 cash received from Pops Thai Kitchen and Tailored Trading and £10 cheque from Streets of Letters = £30. £10 cheque from Andiiya, Yer Tiz M Deers, JJKs Crafts = £30. £10 cash Something Different Ornaments, £10 cheque Kim Woods Vintage, Leather Corner = £30. £10 BACS Magic Toy Box, Crafty Betts. £10 cash YMCA and De La Cuisine, BACS Twinning Ass., Paddiwags, Hecks Cider = £50. £10 cash Uncle Punksters, Mirrorman, £20 cash Mostly Crystals, £10 cheque Wakey Cakey = £50, £10 BACS R. Wood Millfield TOTAL of £310.

Grant of £7,444 received from Groundwork UK for costs of Neighbourhood Plan.

The Council is asked to approve payment of the following -

Clerk’s net salary As agreed

Asst Clerk’s net salary As agreed

Neighbourhood Plan Officer’s net salary As agreed

Clerk mileage June to October - 294 miles As agreed

Petty cash float to bring back up to £50 for November £ 43.22 transfer

Pension contributions - November SCC Pension Fund As agreed

+ pension deficit recharge 2017/18 – November 18 As agreed

HM Revenue and Customs - PAYE and NI contributions As agreed

for November paid on 7th December

Probusiness Ltd. – payroll November Month 8 £ 24.17 + VAT

DD181965

Mendip District Council – rates on whole of Parish Rooms £ 850.00

for 1st December – total of £10,200

Idverde Ltd. – maintenance Merriman Park for October £1,465.42+VAT

E.R. Garrett Ltd. – clean grd and 1st flr Parish Rooms Oct £ 172.27+VAT

Southwest Digital Systems Ltd. – copying October £ 44.71+VAT

and staples for Neighbourhood Plan survey form £ 25.00+VAT

PC Comms Ltd. – 2 MS Office 365 Business Premium

emails and 13 Business Essentials emails Sept less credit £ 32.20+VAT

of £41.60 for July and Aug as charged for 2 extra cllrs

and Oct £ 73.80+VAT

and Nov £ 73.80+VAT

and remote access for no. of queries £ 96.00+VAT

02 – mobile phone for NPO to 15th October £ 51.60+VAT

DD1819

and 15th November £ 52.05+VAT

DD181957

Entered in Oct

Bankline – monthly fee October £ 35.40

DD181954

and monthly fee November £ 36.20

DD181964

Vistaprint – 2 magnetic car signs ‘Working for SPC’ for £ 26.73+VAT

SLH Services to use – grounds maintenance

SLH Services – 10 weeks watering, feeding, maintaining £4,500.00+VAT

baskets, trough, planters (NOTE – contract for 20 weeks

but baskets were up for 18 weeks + 1 additional week

added due to need to water 7 days a week while very hot

so 19 weeks invoiced and £450 saved)

Siemens Financial Services – quarterly phone rental £ 99.41+VAT

DD181950

Entered in Oct

BT – calls and rental charges Oct to Dec £ 521.04+VAT

BT – line rental Oct to Dec £ 76.80+VAT

DD181956

Entered in Oct

BT – broadband Oct to Dec £ 90.40+VAT

DD181958

Ensafe Consultants – asbestos management survey for £ 700.00+VAT

Parish Rooms

S. Evans – new telecoms cabinet in JW Room £ 625.00

Bristol Fire – annual service of fire extinguishers and £ 62.00+VAT

blankets at Parish Rooms

NR Bishop Electrical Contractor Ltd. – install double sockets £2,120.00+VAT

on 30 lampposts to replace old commando sockets for

Christmas lights - 2 additional to be fitted on corner Leigh

Road and by Library on 31st October with cherry picker

Royal Mail Group Ltd. – freepost name licence for £ 219.00+VAT

Neighbourhood Plan survey

Adobe – 1 year subscription to Acrobat Pro DC for NPO £ 150.92+VAT

DLM Distribution Ltd. – delivering Neighbourhood Plan £ 463.51+VAT

survey to every household in Street 12th to 18th November

DLM Distribution Ltd. – collection charge for surveys £ 30.00+VAT

Glastonbury Chilkwell Guy Fawkes Carnival Ltd. – road £ 250.00

closure organisation for Remembrance parade on 11th

November – donation

Vistaprint – Christmas posters £ 50.59+VAT

E.ON – gas Parish Rooms 27th Sept to 29th Oct £ 81.93+VAT

DD181960

E.ON – electric grd flr Parish Rooms 27th Sept to 29th Oct £ 173.41+VAT

DD181961

E.ON – electric 1st flr Parish Rooms 27th Sept to 29th Oct £ 38.80+VAT

DD181962

E.ON – electric clock High St. 9th Sept to 29th Oct £ 20.88+VAT

DD181963

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

The Crispin Hall Trust (Mgmt.) – hire of Crispin Hall 27th £ 150.00

Oct for community event

L. Ruff – cost of heating United Reformed Church on 11th £ 20.00

November for Remembrance service

Blachere Illumination – light connections for new plugs £ 144.00+VAT

Viking – stamps, paper etc. – some for N. Plan £ 759.66+VAT

Viking – envelopes N. Plan £ 190.89+VAT

Viking – labels N. Plan £ 107.96+VAT

Dannells – 2 banner patches £ 11.95+VAT

Sweet Acre Nursery – remove baskets and replant planters £ 496.39+VAT

Grant - Wessex Youth Football Club £ 1,500.00

EM Print and Signs – taking down banners £ 232.00+VAT

NR Bishop Electrical Contractor Ltd. – nifty lift to replace £ 370.12+VAT

sockets for Christmas lights on 2 street lights in Leigh Road

Vistaprint – 1,500 tri fold Christmas leaflets £ 123.69+VAT

Super 8 Media – half page advert in The Basis for Xmas £ 90.00

Cracker

Super 8 Media – half page advert in The Basis for N Plan £ 90.00

C. Axten – 268 gifts for Santa to give out Xmas Cracker £ 231.22

V. Appleby – elf costume £ 10.78

T. Litston – envelopes N. Plan £ 48.90