STREET PARISH COUNCIL

 Meeting of the Council held on 19th February, 2019 at 7.25 pm

 PRESENT: Councillor N. Swift (Chairman of Council)

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

S. Carswell, S. Dowden, P. Goater, L. Hughes, , T.W.E. Napper, T. Rice and L. Zaky

 IN ATTENDANCE: Mrs. L. Ruff – Clerk

 T. Litston – Neighbourhood Plan Officer

 County Councillor L. Leyshon

 PC M. Pople – Street Beat Team

 APOLOGIES: Councillors F. Buxton and A. Leafe – another

 engagement – reasons accepted

216. MINUTES

The minutes of the extraordinary meeting held on 12th February, 2019 which had been circulated were approved as a correct record and signed by the Chairman.

217. MATTERS ARISING

 Councillor Zaky reported that every day at about 5 pm someone was

 firing shots at the front entrance of C. and J. Clark. It was agreed to

 publicise this potential danger on the Council’s website. Clarks were

 also publicising this on social media and through the local newspaper.

218. 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 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 or District Councils or Glastonbury Town

Council and stated that he would keep an open mind when considering issues at either level.

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Councillors Axten, Napper and Swift declared an other interest under

Appendix B in Minute No. 199 on the Library for the following reasons and left the meeting from 9.05 p.m. to 9.15 p.m. It was agreed that Councillor Appleby should take the Chair for this item -

Councillor Axten – Chairman of the Friends of Street Library

Councillor Napper – member of Somerset County Council

Councillor Swift – member of the Friends of Street Library.

County Councillor Leyshon also left the meeting for this item.

219. COMMUNITY POLICE OFFICER

PC Pople reminded members that the next PACT meeting would be

on 13th March, 2019 at 7 p.m. and would be held jointly with the AGM for Neighbourhood Watch. He spoke about the recent shooting with

pellets in the area including a pane of glass at Glaston Road bus shelter. The Police were looking at CCTV footage for evidence of what was happening. PC Pople was working with the Chairman to obtain special mats to use in Street under a scheme where a cyclist, usually a policeman, cycled with a webcam and when they were overtaken too closely they radioed ahead so that the driver was stopped and shown with the mats what the safe distance from a cyclist was.

220. PLANNING COMMITTEE

The minutes of the meeting on 15th January, 2019 were submitted and circulated.

 RESOLVED

that the report be noted.

221. POLICY AND FINANCE COMMITTEE

 The minutes of the meeting on 5th February, 2019 were submitted and

 circulated and appear as Annex A to the minutes in the Minute Book.

 The NPO would report during the confidential part of the meeting on

 quotes received for the IT equipment and services. It was noted that

 Nat West offered a Liquidity Manager Account at 0.65% interest but the

 existing CCLA Public Sector Deposit Fund account gave 0.7942%

interest.

 RESOLVED

 that the report be received, the recommendations made be adopted

 and the new debit cards be requested.

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222. CHAIRMAN’S REPORT

 The Chairman reported that she had been given a guided tour of

 Strode College and had been invited to the launch of the new Job

 Centre there. Her suggestion of challenging Glastonbury Town Council

 to a skittles match was agreed with a date to be confirmed of 11th

 March at the Street Inn. It was noted that Mendip District Council was

 funding containers at the College to encourage small businesses. A

 restaurant for pre theatre meals was being considered.

 As Councillor Hughes was a very long standing councillor and was not

 standing again at the elections in May the Chairman proposed that he

 be made an Alderman of Street. Councillor Hughes stated that this

 would be an honour and members were in agreement. The Clerk

 undertook to investigate how this should be done.

223. PARISH PATH LIAISON OFFICER

County Councillor Leyshon reported that the PPLO was resting but

would be out again after Easter and continue to clear footpaths.

RESOLVED

that County Councillor Leyshon would purchase leather gloves for the

PPLO to be funded by the Council.

224. NEIGHBOURHOOD PLAN AND LOCAL PLAN PART 2

The report from the Neighbourhood Plan Officer had been circulated.

The Steering Group evening had been very successful and 11 people

had signed up to be on the Group. Jan Pipes had still not received

her prize from the survey competition and the NPO undertook to sort

this out.

225. CULTURE WORKING GROUP

 Notes of the meeting on 16th January 2019 had been circulated.

 RESOLVED

 that the report be agreed and the launch of a Civic Pride event on 3rd

 March from 10.30 am to 12 noon to clean up Street be considered at

 the next Group meeting on 20th February.

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226. BETTER COMMUNICATION WITH MENDIP DISTRICT COUNCIL

 The Chairman reported that she and the Clerk had met with District

 Councillors Siggs and Beha to discuss better communication. Cranhill

 Road car park was not to be sold and on 4th March height restriction

 barriers and boulders would be put in to prevent illegal encampments.

 There was discussion on having an alternative to boulders but they

 were the most cost effective form of protection and it was agreed that

 it would be best to get the work done as soon as possible. Councillor

 Axten agreed to try to find out who organised the foreign coaches

 which dropped off in Cranhill Road car park so that they could be told

 about the barriers going up. It would be suggested that they ask to use

 the College campus instead.

 The Clerk reported that the District Council would be organising

 guidance for district councillors after the May elections and planning

 training for district and parish members.

 RESOLVED

 that Mendip District Council be informed that it was felt that the district

 councillors in place should receive training as they did not feed back

 information, particularly at Cabinet level where it would be useful for

 parish councillors and was embarrassing to them when details that

they were not aware of were made public.

227. STRATEGY WORKING GROUP

 The notes of the meeting on 22nd January had been circulated.

 RESOLVED

 that the report and recommendations made be agreed.

228. PROJECTS WORKING GROUP

 The notes of the meeting on 4th February had been circulated.

 RESOLVED

 that the report be agreed.

229. GRITTING

 Councillor Appleby put forward a proposal that the Council should

 acquire a gritting machine, possibly to be used by SLH Services to grit

 roads such as the High Street, main bus routes and West End on to the

 bypass.

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 RESOLVED

 that the Strategy Working Group on 26th February should consider

 this matter including if the County Council would supply the grit, where

 to store the machinery and grit and if this could be done in liaison with

 Glastonbury Town Council.

230. CORRESPONDENCE/MINOR ISSUES

 The Clerk submitted a report which had been circulated.

 1. Parish/Police Surgery

 RESOLVED

 that the Parish/Police Surgery should not continue as it was not an

 appropriate use of time.

 2. Highways Act 1980 – Proposed Diversion of Parts of

 Public Footpaths WS18/24 and WS18/27 Millfield School

 The meeting was adjourned from 8.20 p.m. to 8.22 p.m. to allow the

 public to speak.

 RESOLVED

 that the comments on WS18/27 made by County Councillor Leyshon

 be noted.

 3. Plastic Free Community Status

 RESOLVED

 that Councillors Dowden and Napper should look into what was

 achievable in becoming plastic free in Street and working in liaison

 with Glastonbury.

 4. Mourning Protocol – Death of a Senior Figure

 RESOLVED

 that Councillor Axten would make a black cuff for the flag and the

 protocol be considered by the Strategy Working Group.

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 5. The Public Sector Bodies (Websites and Mobile

 Applications) (No. 2) Accessibility Regulations 2018

 RESOLVED

 that the report be agreed.

 6. Annual Fire Risk Assessment

 RESOLVED

 that the report be agreed.

231. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

 AND REPRESENTATIVES ON OUTSIDE BODIES

The written reports from County Councillors Leyshon and Napper had

been circulated. Discussion took place on investments and funding of

the County Council. It was noted that places on the route of HGV

lorries going to and from Hinkley such as the Skate Park could apply

for a grant from the Hinkley Community Fund. County Councillor

Leyshon was asked to find out what impact additional funding would

have on the Get Set service prior to the Strategy meeting on 26th

February.

232. ACCOUNTS FOR PAYMENT

 The latest bank reconciliations for all accounts at 31st January, 2019

 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 January, 2019 be noted and the schedule of

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

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

233. MATTERS FOR REPORT

 It was agreed that Councillor Rice should complete the short survey

 on behalf of the Council from Fitformyfuture NHS Somerset.

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234. 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, possible legal negotiations and staffing matters.

235. QUOTATIONS

 The NPO reported on quotations received as a result of reports on the

 agenda. Quotations had been received for the supply and set up of IT

 equipment and services at the Council office. C. Thomas was painting

 the exterior of the windows at the Parish Rooms and had been asked

 to quote for other minor works which needed to be done and which he

 could do at the same time. Quotations had been received for the

 conservator’s report needed to move the old war memorial.

 RESOLVED

 A. that a report be made at the March meeting on the IT equipment

 and services including the quotation from Microbitz and others – the

 replacement of the Clerk’s computer to be the first priority – free

 training from the selected company to be taken up to move to a system

 without the need to use emails or papers

 B. that C. Thomas be asked to clear the guttering at the Parish

 Rooms, repair and paint the door to the service yard and replace a

 broken roof tile at a total cost of £490

 C. that Cliveden be engaged to produce a conservator’s report on

 moving the old war memorial from Merriman Park to the Holy Trinity

 churchyard at a cost of £550 + VAT.

236. STREET LIBRARY

 Discussion took place on the dilapidations reports received from

 Alex Rosen Associates Ltd. and Davis Blackburn Ltd. for the Library.

 The reports had been commissioned for the use of the Council. The

 dilapidations was a matter for the Library Trust and Somerset County

 Council. Councillor Appleby in the Chair when the Chairman declared

 an other interest and left the meeting.

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 RESOLVED

 that the Library Trust should not be permitted to use the Council’s

reports on the Library and they be kept for it’s own use.

237. STAFFING COMMITTEE

 A confidential report had been sent to members only on the review of

 staff salaries.

 RESOLVED

 that with effect from 1st April 2019 the Assistant Clerk be upgraded to

 LC2 SCP 20 pro rata.

 The meeting ended at 9.35 p.m.

 Councillor Carswell arrived at 7.34 p.m.

 Councillor Napper arrived and Councillor Zaky left at 8.10 p.m.

 County Councillor Leyshon left at 8.55 p.m.

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

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 ANNEX B

Accounts for Payment

NOTE – Chairman’s allowance – expenses for 16th January to 19th February 2019 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 January 2019 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.

In December £1,000 was received from C. and J. Clark Ltd. towards the Christmas lights in the High Street. Street Society is to cease operating and from remaining funding £425 has been donated to the Council for the relocation of the old war memorial – it is suggested that an information board is put by it in the new location to explain the history and where the new one is. In addition £200 has been donated towards refurbishment of finger sign posts in liaison with Street Men’s Shed.

The Council is asked to approve payment of the following -

Clerk’s net salary As agreed

Clerk travel allowance November to January – 334 miles As agreed

Asst Clerk’s net salary As agreed

Neighbourhood Plan Officer’s net salary As agreed

NPO travel allowance visit to MDC offices – 24 miles As agreed

Petty cash float to bring back up to £50 for February £ 12.26 transfer

Pension contributions - February SCC Pension Fund As agreed

+ pension deficit recharge 2017/18 – February 19 As agreed

HM Revenue and Customs - PAYE and NI contributions As agreed

for February paid on 8th March

Probusiness Ltd. – payroll February Month 11 £ 34.00 + VAT

 DD181992

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

for 1st March – total of £10,200

SLH Services – maintenance Merriman Park for January £ 2,415.75+VAT

SLH Services – maintenance Skate Park for January £ 670.92+VAT

SLH Services – annual maintence Strode Road allotments £ 640.00+VAT

50% as cost split with Crispin School + disposal of waste £ 10.00

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

Southwest Digital Systems Ltd. – copying January £ 39.60+VAT

PC Comms Ltd. – 2 MS Office 365 Business Premium

emails and 13 Business Essentials emails January £ 73.80+VAT

 Entered in Jan

and for February £ 73.80+VAT

and 3 year Meraki Enterprise Cloud Controller £ 199.10+VAT

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

 DD181976

 Entered January

and to 15th February £ 48.92+VAT DD181985

 Entered January

Bankline – monthly fee February £ 32.40

 DD181991

Idverde – purchase and installation of 2 benches £2,326.30+VAT

Woods Batch Entered in January

Viking – envelopes £ 55.64+VAT

 Entered in December

Biffa Waste Services Ltd. – wheelibins collection £ 354.12+VAT

29 December to 29 March 2019 DD181974

 Entered in December

BT – broadband January to March £ 90.40+VAT

 DD181986

 Entered in January

BT – phone and bundled services 12 Nov 31 Mar £ 631.09+VAT

 DD181984

 Entered in January

Shire Leasing Plc – 1 Avaya IP Office Telephone £ 324.65+VAT

System – initial payment DD181975

 Entered in January

Southlawns Comforts Fund – grant for motoview £1,000.00

bike – invitation coming to launch party

Blachere Illumination UK Ltd. – removal of Christmas £1,177.60+VAloT

lights in High Street

Viking – stamps, keyboard etc. £ 161.25+VAT

Bloom and Wild – flowers for Chairman due to £ 19.12+VAT

bereavement

Royal Mail Group Ltd. – Freepost returns of £ 22.56+VAT

Neighbourhood Plan survey

E.ON – gas Parish Rooms 30 Dec to 28 Jan £ 278.87+VAT

 DD181987

E.ON – electric grd flr P Rooms 30 Dec to 28 Jan £ 107.77+VAT

 DD181988

E.ON – electric 1st flr P Rooms 30 Dec to 28 Jan £ 24.36+VAT

 DD181989

E.ON – electric clock High St 17 Dec 28 Jan £ 18.67+VAT

 DD181990

The Play Inspection Company – annual independent £ 225.00+VAT

inspection of Skate Park

Barratt and Canniford Ltd. – hire of cherry picker £ 686.25+VAT

The Rewarding Results Company Ltd. – training on £ 45.00

Outlook on 6th February

Viking – paper etc. £ 60.55+VAT

NR Bishop Electrical Contractor Ltd. – remove £ 435.00+VAT

Christmas lights large tree and Parish Rooms Entered in Jan

TCBs – clean bin High St December £ 12.00

 Entered in Jan

Davis Blackburn Ltd. – schedule of dilapidations for £ 560.00+VAT

Street Library for Council’s own use